

To All Bidders: Please note that the RFP schedule and proposal due date have been revised as follows:

3.1. RFP CONTACT INFORMATION

This RFP is being issued, as well as any addenda by MHA. The contact person for MHA is:

HOUSING AUTHORITY OF THE COUNTY OF MARIN
Attention: June Miyake, Director of Supportive Housing
 4020 Civic Center Drive
 San Rafael, CA 94903
 415-491-2534

Email: jmiyake@marinhousing.org

3.2. RFP SUBMISSION AND FORMAT

Proposals must be submitted via hardcopy (mail, parcel, or hand delivery) using the enclosed proposals form and include the required attachments. **Telephone, email or fax responses will NOT be accepted for this request.**

The envelope must be sealed, contain one (1) original signed proposal, and at least two (2) copies of the proposal. Each submission should include the following notation on the cover page, "REQUEST FOR PROPOSAL FOR RESIDENT SERVICE PROVIDER ENCLOSED." Each copy of the proposal should have a cover page and be placed unfolded, in a sealed package.

Proposal Deadline: Your proposal must be received by mail or hand delivery at the address above **NOT LATER THAN 4 PM on MONDAY, AUGUST 22, 2011.** Proposals received after that time will not be considered.

3.3. CONTACTS AND QUESTIONS

All questions concerning the RFP shall be directed to June Miyake, Director of Supportive Housing. **You must submit them in writing to jmiyake@MarinHousing.org no later than August 10, 2011 4:00 p.m.**

3.3.1. To avoid all appearances of impropriety proposer should only contact the above referenced staff person and should not attempt to contact any MHA Commissioner or the Executive Director. No oral request for clarification or information will be accepted.

3.7. RFP SCHEDULE

	ORIGINAL SCHEDULE	REVISED
Request for Proposal Released	August 3, 2011	August 3, 2011
Questions Due	August 10, 2011 by 4:00pm	August 10, 2011 by 4:00pm
Posting of Responses for Questions	August 11, 2011	August 11, 2011
Proposals Due	August 16, 2011 by 4:00 p.m.	August 22, 2011 by 4:00pm
Evaluation Process	August 16, 2011 -- August 26, 2011	August 23, 2011 – August 29, 2011
Ranking of Proposals (and negotiation, if necessary, with Top Proposer(s))	August 26, 2011 – August 31, 2011	August 29, 2011 – August 31, 2011
Award Contract (Tentative)	August 31, 2011	August 31, 2011