

**Request for Action
By
Board of Commissioners**

**Approval of Engagement of Coordinated Entry System Evaluation Firm
(HCH Enterprises, LLC)**

A. SUMMARY OF REQUEST

This Request for Action (“RFA”) is for approval of HCH Enterprises, LLC to conduct an independent evaluation of the Rhode Island Statewide Coordinated Entry System (“CES”) on behalf of the Rhode Island CoC (“RiCoC”). Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”) serves as the collaborative applicant on behalf of the RiCoC.

B. SUMMARY OF REQUEST

The Coordinated Entry System is a state-wide initiative to match households experiencing homelessness with an intervention that will most effectively end their homelessness as quickly as possible. The RiCoC, the Rhode Island Department of Housing, Crossroads Rhode Island, and the Rhode Island Coalition to End Homelessness currently work in partnership to design and implement the most effective system possible. The RiCoC is required to evaluate intake, assessment, and referral processes at least annually.

HCH Enterprises, LLC will provide a third-party independent CES evaluation to support ongoing program implementation and performance. The evaluation will also report on U.S. Department of Housing and Urban Development (“HUD”) compliance with CES standards, and national best practices in program development and implementation.

Additionally, HCH Enterprises, LLC will focus on the following areas to inform strategies to address ongoing challenges in CES that include but are not limited to:

- Access and implementation in outlying areas of the state and strategies to better implement CES to best serve these areas
- Evaluation of efficacy of the RiCoC’s prioritization for shelter and housing and case conferencing practices; this includes evaluation of the RiCoC’s Crisis and Housing Assessments
- Evaluation of barriers to accessing shelter for high acuity, long-time unsheltered households
- Evaluation of the RiCoC’s Rhode Island Statewide CES Policies and Procedures Manual
- Evaluation of data quality related to the CES
- Evaluation of accountability within the CES system – make recommendations on how to strengthen, if needed, the current governing and implementation structures overseeing CES.

On January 26, 2023 RIHousing issued a Request for Proposals (“RFP”) on behalf of the RiCoC for a firm qualified to conduct an independent evaluation of the Rhode Island CES. The RFP was

posted on the RIHousing website, the State of RI Division of Purchasing website, social media, and sent to RIHousing's RFP notification list via an email announcement. RIHousing received one proposal in response to the RFP from one qualified firm, HCH Enterprises LLC.

A committee consisting of staff from the Leased Housing and Rental Services and Executive divisions and staff from the Rhode Island Department of Housing conducted a review of the proposal in accordance with the criteria set forth in the RFP. The committee is recommending approval of the firm HCH Enterprises, LLC.

C. RECOMMENDATION

Staff recommends that the attached resolution approving HCH Enterprises, LLC to conduct an independent evaluation of the Coordinated Entry System set forth at Attachment A be approved.

D. ATTACHMENTS

A. Resolution of the Board of Commissioners of RIHousing

Attachment A
Resolution of the Board of Commissioners
of
Rhode Island Housing and Mortgage Finance Corporation

WHEREAS: the enabling act of the Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”) provides the agency with all the powers to make and execute contracts necessary for the exercise of its functions under the Rhode Island Housing and Mortgage Finance Corporation Act, R.I. Gen. Laws §42-55-5(6); and

WHEREAS: Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”) RIHousing serves as the collaborative applicant on behalf of the Rhode Island Continuum of Care; and

WHEREAS: RIHousing issued a Request for Proposals under a competitive process to seek qualified firms to conduct an independent evaluation of the Coordinated Entry System; and

WHEREAS: RIHousing received one (1) proposal eligible for selection, which was determined by staff to be satisfactory and approved by the Chief Purchasing Officer pursuant to the agency’s Purchasing Policies.

NOW, THEREFORE, IT IS HEREBY:

RESOLVED: that HCH Enterprises, LLC be, and hereby is approved for, subject to any administrative adjustments as the Executive Director determines to be in the best interests of RIHousing, provided that the total amount awarded to the firm shall not exceed \$57,970; and

RESOLVED: that the Executive Director, the Deputy Executive Director, and the Chief Strategy & Innovation Officer, each acting singly, be and hereby are authorized and empowered to take any and all actions necessary or desirable to carry out the foregoing resolutions, including without limitation the authority to negotiate the terms and fees of the engagement as they may determine are in the best interests of RIHousing, and to execute any and all agreements or documents as they deem necessary to carry out the foregoing, and to take such further actions as they deem necessary to carry out the foregoing resolutions.