



REQUEST FOR INFORMATION (RFI) FOR PROPERTY OWNERS/DEVELOPERS/SOCIAL SERVICE PROVIDERS

August 11, 2022

Dear Interested Parties,

The City of San Rafael, in an ongoing effort to respond to the homelessness crisis in Marin County, is requesting information from property owners, developers, faith-based organizations, and social service providers who may be interested in partnering with the City of San Rafael on a potential Interim Housing Unit (IHU) project. The City is seeking possible sites for such a project.

The City is anticipating a potential grant of \$500,000 from the State of California to be matched by the County of Marin to carry out this IHU project. The City is issuing this Request for Information to determine interest in partnering with the City and the availability of local sites which could be utilized for an IHU project.

Background on Potential IHU Development Project

The IHU would take the form of several individual small modular housing units, which typically range in size from 64-100 square feet. The concept would be to up to 20 of these structures on any given property. For visual examples of the general concept, see projects in [Petaluma](#) and [Santa Rosa](#), and there are numerous other examples around California.

The City is seeking locations for an IHU development. Individuals to be housed would be matched with case management to assist their path to permanent housing.

Elements to be considered in response

- Address/location of site and property owner contact information
- Length of time property would be available
- A land parcel with clearly defined Assessor Parcel Number information with a general schematic view of where the proposed units could be located on the parcel
- Grading and slope (flat parcels are ideal)
- Electrical capacity of identified parcel
- Potable water availability of identified parcel

- Sewer service capacity of identified parcel
- Maximum number of individual units (approximately 64 – 100 ft²) that can be placed on identified parcel
- Proposed number of units/individuals that could be housed
- How hygiene services would be provided (mobile units or facilities built into design)
- Available space for food service, office space for staff, community activity and recreational areas
- Site access for emergency and basic services

Response Submittals

Responses are due on September 19, 2022, no later than 5 pm. Responses will be reviewed as they are received on a rolling basis.

Please email your response to CSRRFlinterimhousing2022@cityofsanrafael.org.

Please email your questions by August 31, 2022 at 5 pm to CSRRFlinterimhousing2022@cityofsanrafael.org.

The City will respond to questions on a rolling basis and post answers on our website at: <https://www.cityofsanrafael.org/qa-rfi-ihu-devproject/>.

Responses will be evaluated by a panel of City employees and other partners with experience in the field of homeless services and the development of similar projects. The City will review the responses to determine interest in the project, available sites for the project, and potential partnering entities for a future IHU project. As this is an RFI, respondents are not restricted to a particular format, page limitation, or the submission of a detailed budget.