

City of Long Beach

Request for Information HSB-2026-001
Continuum of Care Portfolio



Overview

Summary

The City of Long Beach (City), Department of Health and Human Services (Health Department), is requesting responses from non-profit homeless service organizations aiming to partner with the City for the Long Beach Continuum of Care (CoC) Portfolio.

Key Dates

Release Date: December 18, 2025

Responses Due: January 14, 2026 at 11:00 AM PST

The City reserves the right to modify these dates at any time, with appropriate notice to prospective Contractors. Nothing in this Request of Information constitutes an agreement that Respondents will retain by the City for any term.

Response Information

Instructions for what to include in your response and how to submit it are detailed in Section 2.

Responses must be submitted electronically via Cognito Forms.

Official Contact

Homeless Services Bureau
Contracts and Procurement

HSB-Procurement@longbeach.gov

All communication with the City related to this RFI must be directed to the contact listed above.

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1 The Opportunity

1.1 Project Summary

The City of Long Beach (City), Department of Health and Human Services (Health Department), is requesting responses from non-profit homeless service organizations aiming to partner with the City as part of the Long Beach Continuum of Care (CoC) Portfolio for new projects. The CoC portfolio is designed to assist adults, youth, and families with minor children experiencing or at-risk of homelessness quickly stabilize by connecting them to transitional and permanent housing and supportive services.

The City is designated as a Unified Funding Agency (UFA) for CoC Program Competitions, which authorizes the City to lead the Long Beach CoC in preparing the Consolidated Application to the Notice of Funding Opportunity (NOFO) and facilitating a solicitation for all projects considered for CoC funding in the Long Beach region. This City is preparing for the U.S. Department of Housing and Urban Development (HUD) Program Competition NOFO Consolidated Application to operate and/or administer projects within the Long Beach CoC.

1.2 Background

The City's Homeless Services Bureau (HSB) has been awarded funding through the CoC NOFO. The CoC is a federal grant initiative established in the early 1990s and administered by HUD. The CoC program is designed to assist individuals (including unaccompanied youth) and families experiencing homelessness and provide the services needed to help such individuals move into transitional and permanent housing, with the goal of long-term stability. More broadly, the CoC Program is designed to promote community-wide planning and strategic use of resources to address homelessness; improve coordination and integration with mainstream resources and other programs targeted to people experiencing homelessness; improve data collection and performance measurement; and allow each community to tailor its programs to the strengths and challenges in assisting homeless individuals and families within that community. The [CoC Program interim rule](#) provides that CoC Program funds may be used for projects under the following program components: permanent housing, transitional housing, and supportive services only. In addition to the projects noted above, the grant also supports the following costs in which the City of Long Beach self-administers: administrative costs related to systemwide planning, HMIS, and Unified Funding Agency (UFA ([24 CFR 578.11](#))) responsibilities, of which the City of Long Beach is the designated sole grant recipient for the CoC.

1.3 Goals

The City has endeavored to address the needs of individuals, youth, and families through a strategic process that engages a broad base of community stakeholders. This process requires the concentrated efforts of everyone in the Long Beach community to plan and provide a dynamic, comprehensive, and coordinated system of services and programs that address the specialized needs of persons experiencing homelessness. This effort demands that each funded partner not only operate in terms of their respective mission but also within the citywide context of ending homelessness. Therefore, each project must consider how it functions in the broader CoC system of care to deliver outcomes that contribute to exiting as many people as possible into permanent housing.

1.4 Result of the Request for Information

This is a Request for Information only. This RFI is issued solely for information and planning purposes, and it does not constitute an RFP or a promise to issue a solicitation in the future. This RFI does not commit the City to any contract whatsoever. The City shall not award a contract directly from this RFI. The purpose of this RFI is only to obtain information. At this time, the City is not seeking proposals and will not accept unsolicited proposals.

Respondents are advised that all costs associated with responding to this RFI are solely at their expense.

There shall be no evaluation, ranking or selection of respondents because of this RFI. It will not be used to pre-qualify or screen respondents for a subsequent selection process, if any.

If subsequent selection opportunities are issued, the City is under no obligation to advise any respondent to this RFI, although it is the City's intent to notify all qualified proposers of any such plans via the City's electronic bid notification system.

2 How to Respond

2.1 Timelines & Instructions

MILESTONE	TIME (PACIFIC) & DATE	LOCATION / ADDITIONAL INFORMATION
Release date	December 18, 2025	
Responses due	January 14, 2026, 11:00 AM PST	<ul style="list-style-type: none">• Responses should be submitted electronically via Cognito Forms.• Late responses, or responses submitted through other channels will not be evaluated.

		<ul style="list-style-type: none"> • Respondents are responsible for submitting their responses completely and on time. <ul style="list-style-type: none"> ○ Proposers will receive an e-bid confirmation with a time stamp from Cognito Forms indicating that the response was submitted successfully. The City will only receive responses that were transmitted successfully. ○ For technical support, email the City during normal business hours at HSB-Procurement@longbeach.gov
Responses reviewed to determine next steps	January 2026	<ul style="list-style-type: none"> • The City will use this information to determine the best method to procure Continuum of Care project components. Notification of a future contracting opportunity would be issued through the City's electronic bid notification system.

2.2 Response Template

An editable version of the template below has been posted to *Cognito Forms*. Respondents must complete the editable template and submit it as their response.

Contact Information

PROPOSER CONTACT INFORMATION		
Organization	Company Name	
	Company Address	
	Federal Tax ID Number	
	SAM.gov Number	
	Website	
Authorized Representative	Name	
	Title	
	Email Address	
	Phone Number	
Other Point of Contact (if required)	Name	
	Title	
	Email Address	
	Phone Number	

2.3 Questions

This RFI includes three (3) separate project/component sections. Respondents should complete the section(s) corresponding to each component for which they wish to provide information on their organization’s capabilities.

2.3.1 Transitional Housing

Transitional housing means housing, where all program participants have signed a lease or occupancy agreement, the purpose of which is to facilitate the movement of homeless individuals and families into permanent housing within 24 months or such longer period as HUD determines necessary. The program participant must have a lease or occupancy agreement for a term of at least one month that ends in 24 months and cannot be extended.

1. Describe how your organization provides, or formally partners with other organizations to provide, eligible supportive services that help participants obtain and maintain housing. Include specific services, delivery methods, and how you coordinate with housing activities.
2. Describe your organization’s experience operating transitional housing or similar projects. Include outcome data showing how these projects successfully helped individuals or families exit homelessness within 24 months.
3. Describe your organization’s past or current performance in transitional housing or other homelessness projects, or present a clear plan, demonstrating that: <ul style="list-style-type: none">• at least 50% of participants exit to permanent housing within 24 months, and• at least 50% exit with employment income.
4. Describe how your organization leverages resources from other public or private sources. Include specific examples of coordination with health, social service, or employment programs (e.g., Medicare, Medicaid, SSI, SNAP) that enhance the effectiveness of your programs.

<p>5. Describe how your organization requires participants to engage in supportive services that promote housing stability (e.g., case management, employment training, substance use treatment), consistent with 24 CFR 578.75(h). Explain how these service requirements are structured and communicated to participants.</p>
<p>6. Describe how your organization could deliver at least 40 hours per week of individualized, goal-oriented supportive services (e.g., case management, employment training, substance use treatment) for each participant enrolled in a project.</p> <ul style="list-style-type: none"> • Hours may be proportionately reduced for participants who are employed. • Does not apply to participants over age 62 or those with a physical or developmental disability, as defined in 24 CFR 582.5, not including substance use disorder.
<p>7. Demonstrate that the average cost per household served by similar project components administered by your organization is reasonable and necessary to achieve objectives. Explain how the cost was calculated and how it aligns with similar projects in your community or region.</p>

2.3.2 Supportive Services Only (SSO) Standalone

Supportive Services Only (SSO) projects allow recipients to provide supportive services—such as conducting outreach to sheltered and unsheltered homeless persons and families and providing referrals to other housing or other necessary services—to families and individuals experiencing homelessness. This project component may only assist program participants for whom the operator is not providing housing or housing assistance.

Respondents should complete this section to describe stand-alone supportive services for individuals and families experiencing homelessness. This means supportive services for individuals and families experiencing homelessness for whom the respondent is not providing housing or housing assistance. Examples of stand-alone supportive services include (1) housing navigation activities for people experiencing homelessness when the operator is not also providing any ongoing housing assistance (e.g., rental assistance), (2) childcare services to individuals and families experiencing homelessness, (3) drop-in

centers that provide supportive services to people experiencing homelessness, and (4) family reunification services to reunite people experiencing homelessness with their families.

1. Explain how supportive services are used by your organization to help individuals or households exit homelessness and increase self-sufficiency. Describe how your organization conducts an annual assessment of participants' service needs and how the results inform service delivery.
2. Describe your organization's strategy for providing supportive services to program participants, including those with histories of unsheltered homelessness and those who do not traditionally engage with supportive services.
3. Describe how your organization leverages resources from other public or private sources. Include specific examples of coordination with health, social service, or employment programs (e.g., Medicare, Medicaid, SSI, SNAP) that enhance the effectiveness of your programs.
4. Demonstrate that the average cost per household served by similar project components administered by your organization is reasonable and necessary to achieve objectives. Explain how the cost was calculated and how it aligns with similar projects in your community or region.

2.3.3 Supportive Services Only (SSO) Street Outreach

Supportive Services Only (SSO) projects allow recipients to provide supportive services—such as conducting outreach to sheltered and unsheltered homeless persons and families and providing referrals to other housing or other necessary services—to families and individuals experiencing homelessness. This project component may only assist program participants for whom the operator is not providing housing or housing assistance.

Respondents should complete this section to describe street outreach activities. Street outreach offers services necessary to reach unsheltered homeless individuals and families to connect them with emergency shelter, housing, or critical services and provide urgent non-facility-based care to those who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility.

1. Describe how your organization leverages resources from other public or private sources. Include specific examples of coordination with health, social service, or

employment programs (e.g., Medicare, Medicaid, SSI, SNAP) that enhance the project's effectiveness.
2. Describe your organization's strategy for providing supportive services to program participants, including those with histories of unsheltered homelessness and those who do not traditionally engage with supportive services.
3. Describe your organization's history of partnering with first responders and law enforcement to engage individuals living in places not meant for human habitation. <ul style="list-style-type: none"> • Include examples of efforts to connect people with emergency shelter, treatment programs, family reunification, transitional housing, or independent living. • Explain how your organization cooperates with law enforcement in the enforcement of local laws, including public camping and drug use ordinances.
4. Describe your organization's experience providing outreach services consistent with 24 CFR 578.53(e)(13). Include evidence of effectiveness in helping individuals exit places not meant for human habitation and enter emergency shelter, treatment programs, transitional housing, or permanent housing.
5. Demonstrate that the average cost per household served by similar project components administered by your organization is reasonable and necessary to achieve objectives. Explain how the cost was calculated and how it aligns with similar projects in your community or region.

Authorization: I certify that I am authorized to submit this response to the RFI on behalf of the organization listed above.		
Name	Signature	Date