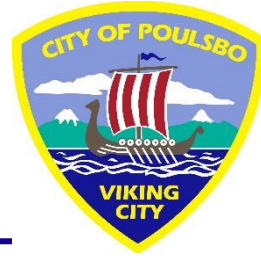


# City of Poulsbo

*Housing, Health and Human Services*



The City of Poulsbo, Washington, is seeking proposals from qualified consultants or research firms to conduct a needs assessment and prioritization plan related to shelter, emergency housing, transitional housing, and permanent supportive housing (“STEP” housing) within North Kitsap County including Bainbridge Island.

The following questions were submitted in response to the RFP:

**The request identified utilizing existing data. Where can interested respondents find these datasets?**

In terms of existing data, we’d like our candidates to tell us which existing studies they will draw from. At a minimum, it would include data from Kitsap County Human Services about homelessness, individuals at risk of homelessness and vulnerable populations. Local food banks/service centers Fishline (Poulsbo) and Helpline (Bainbridge) and our housing authority (Housing Kitsap) also have relevant information.

**Can you provide insights into the existing datasets and previous assessments that the City anticipates this study will synthesize?**

We would like our applicants to identify the source material they will use for the assessment, but I’m happy to provide some suggestions:

- Housing elements of the City and County Comp plans-draft or otherwise-and related housing analysis (including one by your agency)
- City housing action plans and other housing reports by the City of Poulsbo and Bainbridge
- County Health and Human Services stats on homelessness
- Housing market data

It would also be helpful, I think, to consider waiting lists for subsidized properties in our area and the number of housing units that may transition/flip in the coming years.

**Are there key reports, ongoing initiatives, or prior analyses—at the city, county, or regional level—that should be foundational to this project?**

See above

**Can you confirm that the geographic area to be focused on is communities served by Poulsbo Fire, Bainbridge Fire, and North Kitsap Fire Districts (including Poulsbo, Bainbridge Island, Kingston, Hansville, Indianola, and Suquamish), or is there a more distinct geographic area that should be focused on?**

Confirmed

**For the subject matter expert interviews, will subjects be identified and introductions made by the funder, or should the consultant plan for finding SMEs on their own?**

This will work best if it is a collaborative process. The consultant's ideas for SMEs important and informed by input from City staff.

**Has Kitsap County or PSRC completed the necessary analysis of units required under SB 1220 for the regional geography of the area at this time?**

Kitsap County has done a 1220 analysis as part of their (draft) comprehensive plan. We would like those numbers used in the needs analysis.