



City of Seattle
Edward B. Murray, Mayor

Human Services Department
Catherine Lester, Director

August 26, 2016

To All Interested Parties:

I am pleased to announce the availability of up to \$1,675,000 of funding for the Seattle Navigation Center. The Center is designed to offer literally homeless individuals the basic needs for shelter, hygiene, food and meals, secure and accessible storage, and supportive services/case management that are organized to quickly move people into housing. Funding awards will be made for the period of December 1, 2016 through December 31, 2017. Contracts after the initial period will be contingent upon successful performance and funding availability.

The 2016 Seattle Navigation Center Request for Qualification (RFQ) Guidelines and Application documents define investment results, program requirements, and the process for application submission and selection. Please attend the information session listed below to review the RFQ and ask questions. Please bring a paper copy of the RFQ as no copies will be provided during the information sessions.

Date	Time	Location
Wednesday, September 7, 2016	1:00 p.m. to 2:00 p.m.	El Centro de la Raza 2524 16th Avenue South Seattle, WA 98144 Room 307

This RFQ is an open and competitive process. Completed application packets are due by 12:00 p.m. (Noon) on Tuesday, September 27, 2016. Applications may be submitted electronically via HSD's Online Submission System at: <http://web6.seattle.gov/hsd/rfi/index.aspx>. Alternately, an original application packet may be hand-delivered to: Seattle Human Services Department, RFQ – 2016 Seattle Navigation Center, ATTN: Jess Chow, 700 5th Avenue, Suite 5800 (58th floor) or mailed to: Seattle Human Services Department, RFQ – 2016 Seattle Navigation Center, ATTN: Jess Chow, P.O. Box 34215, Seattle, WA 98124-4215.

Copies of this RFQ may be downloaded from: <http://www.seattle.gov/humanservices/information-for-grantees>. If you would like to receive a copy of the RFQ in the mail, by email, or alternate formats for accommodation purposes, please send your request to Jess Chow at (206) 733-9405 or by email at jess.chow@seattle.gov.

Sincerely,

Catherine Lester, Director
Human Services Department

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