



Request for Proposals

Just Home Project Evaluation
Tulsa, Oklahoma

Date Issued: March 21st, 2025

Submittal Due Date: April 18th, 2025 No later than 5:00 P.M. CST

Submit To: Email: rfp@partnertulsa.org
Re: Just Home Project Evaluation

Number of Copies: One electronic copy in pdf format by email

PartnerTulsa invites interested parties to submit proposals for an evaluation of the Just Home demonstration project. This initiative seeks to interrupt the cycle of individuals transitioning between incarceration and homelessness by providing housing and support services.

The criteria for submittal are included in this document.

ABOUT PARTNERTULSA

The Tulsa Authority of Economic Opportunity (TAEO) d/b/a PartnerTulsa is a Public Trust, established under Oklahoma State Statutes for the benefit of the City of Tulsa, Oklahoma to serve as the lead entity for the City of Tulsa in carrying out its community and economic development priorities, goals, and programs. PartnerTulsa was established following a year-long strategic planning process through the effective merger of five (5) separate public entities: the Mayor’s Office of Economic Development, Economic Development Commission, Tulsa Development Authority, Tulsa Industrial Authority, and Tulsa Parking Authority. In merging these entities together, the City has established a world class economic development organization which will leverage the collective assets and resources of the Authority to accelerate economic growth, increase shared prosperity, and promote racial equity.

POINTS OF CONTACT

PartnerTulsa Finance and Real Estate 100 S. Cincinnati Ave, Ste 6 Tulsa, OK 74103 (918)-576-5681	Juwan Hubbard, Real Estate Development Project Manager 100 S. Cincinnati Ave, Ste 6 Tulsa, OK 74103 Juwan@partnertulsa.org (815)-608-0153
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OBJECTIVE

The primary objective of the RFP is to select a qualified external evaluator to conduct a comprehensive study of the Just Home demonstration project and its effect on the Tulsa County justice system and local homeless population within which individuals served by this project currently operate. This effort is funded through a grant from the MacArthur Foundation’s Safety and Justice Challenge and includes technical assistance from the Urban Institute for the initial years.

BACKGROUND

In May 2022, the MacArthur Foundation and the Urban Institute launched the [Just Home Project](#), a national program intended to advance community-driven efforts to break the links between housing instability and incarceration. This project is a component of the overall MacArthur Foundation [Safety and Justice Challenge](#). Project evaluation of the Just Home project fits within this broader body of work with a shared national goal to support policies and practices that will safely reduce jail populations by 50% across all Safety and Justice Challenge jurisdictions by 2025 and eliminate racial

inequities. The Just Home component of this work has recently been extended through 2026, and a second cohort of cities has been selected.

Tulsa was selected in 2022 as a member of the first cohort of the Safety and Justice Challenge, Just Home project. The initial planning, pilot operation, and project evaluation are grant funded by the MacArthur Foundation with technical assistance and coordination from Urban Institute to create plans to address this crisis. The planning phases of this project have been conducted by a citywide partnership comprised of PartnerTulsa, Family and Children’s Services, Housing Solutions, and the Terence Crutcher Foundation. Upon completion of the planning period, the Just Home project will be eligible for a program related investment (PRI) loan from the MacArthur Foundation to acquire or develop housing for people not served by existing housing resources.

This RFP seeks to identify a qualified external evaluator to conduct a comprehensive study of the aforementioned project which consists of two phases. The first phase will consist of a baseline assessment between the date of contract start and the first date of client service by the Just Home project. In addition to serving as a baseline data set for future study, the first phase of this study will assist in further refining Just Home program design and client selection. The minimum evaluation criteria for this baseline assessment are defined below in the “data collection and analysis” requirements. Additional study factors—within the fit of the overall project—may be proposed as needed to complement this overall body of work. Once clients of the demonstration housing project are selected, a second phase of the evaluation will run through 2026, adding program specific evaluation factors alongside ongoing data collection and analysis of Tulsa county’s jail and homeless populations.

Within the context of this broader body of work, this RFP seeks an external evaluator with:

1. Expertise in evaluation of jail-based incarceration and the criminal legal system surrounding jail use.
2. Expertise in social services project evaluation, to include quantitative and qualitative evaluation of client wellbeing and stability goals.
3. Expertise engaging directly with individuals experiencing homelessness, common co-morbidities, incarceration, and re-entry from jail systems.

PROPOSAL REQUIREMENTS

There are three required activities to the scope of work, Scope 1-3. Respondents should provide information for all three scope of work activities. Respondents that can address the optional Scope Activity #4 will be given preference.

Scope Activity #1: Tulsa County Jail System Data Collection and Analysis

Scope Activity #2: Tulsa County Homelessness Data Collection and Analysis

Scope of Desired Work.

1. Activity #1: Tulsa County Jail System Data Collection and Analysis:

- a. Collecting and analyzing jail booking data on at least a quarterly basis through 2026. Proposals must include a detailed plan to collect this data. Examples of collection plans may include but are not limited to public data sources and should include a plan to identify and obtain any needed non-public data directly or via third party collaboration.
 - i. Collection of jail population demographics to include daily census count, race, gender, age, and other available metrics.
 - ii. Collection of jail population housing status prior to and upon release with a focus on those who are arrested from or discharged to homelessness.
 - iii. Collection of frequent jail user information to include information regarding frequency of repeat offenses, type of repeat offenses, and duration of jail stay for each subsequent charge.
 - iv. Analysis of the above collected data including but not limited to:
 1. Number and percent changes in total jail population, total jail population disaggregated by race, and total jail population disaggregated by homelessness status at time of arrest and release.
 2. Baseline assessment of the number of jail bookings and duration of jail stay for the year prior to placement for the above measured jail populations and for the clients of the Just Home housing demonstration project.
 3. Follow-up metrics of the number of returns to jail at 6- and 12-month post-enrollment for the above measured jail populations and for the clients of the Just Home housing demonstration project.
 4. Follow-up metrics of the change in length of jail stay (where applicable) at 6- and 12-month post-enrollment for the clients of the Just Home housing demonstration project.
 5. Perceived change in experience with the criminal legal system for the clients of the Just Home housing demonstration project 12 months post-placement in housing.

2. Activity #2: Tulsa County Homelessness Data Collection and Analysis

- a. Collecting and analyzing metrics regarding Tulsa county's homeless population. Proposals must include a plan to collect this data including plans for collaboration with existing data collectors and a homelessness outreach plan to collect any required quantitative and all qualitative data specified below:
 - i. Metrics regarding the total number of individuals experiencing homelessness in Tulsa County collected on at least an annual

basis. This count should include all types of homelessness and at a minimum should be disaggregated by demographics of race, age, gender, and justice system involvement.

- ii. For the subset of homeless individuals with justice system involvement, qualitative data collection regarding perceived safety and wellbeing.
- iii. For the subset of homeless individuals with justice system involvement, qualitative data collection regarding perceived shelter, social, economic, and medical stability.
- iv. Ongoing collection of data and assessment of the attainability and availability of low-income housing. Where barriers exist for access to housing for individuals experiencing co-occurring homelessness and frequent jail stays, an analysis of how these barriers compare to other low-income Tulsa County residents and the impact of these barriers on Tulsa County overall homelessness and crime rates.

3. Activity #3: Program Evaluation

- a. Evaluating the efficacy of the housing program in achieving long-term housing stability for participants.
- b. Assessing the impact of wrap-around social services on mental and behavioral health outcomes.
- c. Tracking client satisfaction and utilization of off-site social services referrals.
- d. Studying perceived safety and the well-being of homeless individuals with recent jail stays compared to those in the program.
- e. Measuring employment and income levels before and after program participation.
- f. Assessing healthcare utilization patterns among program participants.
- g. Examining community integration and changes in social connections.

4. Activity #4: Broader Policy and Community Trends Tracking (Optional)

- a. Ecosystem changes across the city, county, and state related to the criminal legal system or homeless support system. Tracked items must include but are not limited to:
 - i. Policies and practices introduced or adapted by the city, county, state, criminal legal system, and other stakeholders in the criminal legal and housing systems
 - ii. Bills introduced and enacted by the Oklahoma state legislature and the number of new policies advocated for at the city, county, and state level.
 - iii. The development of new partnerships or organizations, and new or newly-directed funding related to housing stability and jail population reduction.

Reporting and Data Sharing Agreements:

1. Providing regular progress reports to be defined upon award, one interim baseline assessment and a final comprehensive evaluation report.

2. Analysis and reporting of key findings, including successes, challenges, and recommendations for improvement.
3. Appropriate data sharing and publication agreements must be in place with all data sources. Respondents should provide a plan to attain appropriate data sharing agreements with all non-public data sources that will be used during the conduct of this evaluation study.
4. Regular interaction with Just Home demonstration project implementation team to collect and review data. A plan for constructive program review and improvement (no more frequently than quarterly) will be developed with the selected evaluation provider. Respondents should provide a proposal and experience in conducting program evaluation in collaboration with pilot, demonstration, or other similar projects in an early and formative stage.

ITEMS REQUIRED FOR SUBMITTAL

An electronic statement of proposal in a single pdf file of 10 pages maximum per Scope of Work Activity shall be submitted by email. To assess the capability of the Respondent to carry out the objectives of this RFP, PartnerTulsa requires the following:

1. COVER PAGE - Indicate the name, address, telephone, and email address along with the names of the primary and secondary points of contact for the Respondent.
2. QUALIFICATIONS NARRATIVE – Respondents shall provide:
 - A summary of the methodology to be used in conducting the scope of work
 - A summary of the approach to be used in data collection, analysis, and evaluation
 - Identification of the staff proposed for the work and their qualifications
 - A statement of Respondent’s experience with projects of similar scope
 - A copy of a standard agreement to be executed if awarded
3. PROPOSAL QUOTATION– A not-to-exceed estimate and schedule of deliverables shall be included for determination of best value to PartnerTulsa. Estimates shall include personnel, classification, hourly rate, hours, and total for each activity in the scope of work. Estimates shall show direct cost markup and limit to 5%. Where applicable, travel costs shall be shown and should reflect current GSA rates.

Any questions regarding any substantive matters arising during preparation of this proposal should be addressed to the following by the date indicated in the Submittal Process Timeline table.

Juwan Hubbard, Real Estate Development Project Manager
Juwan@partnertulsa.org

Down-selection of Respondents will be based upon evaluation of proposals as indicated by the Narrative and Team Proposal information provided. Proposals from qualified Respondents will then be evaluated for best value to PartnerTulsa to select the Respondent for the award.

Note: All materials submitted to PartnerTulsa may be subject to public disclosure under the Oklahoma Open Records Act.

SUBMITTAL PROCESS TIMELINE

Listed below is the anticipated schedule for all actions related to this RFP. In the event that there is any change or deviation from this schedule, such change will be posted on PartnerTulsa’s website at <https://partnertulsa.org/current-opportunities/rfps/>.

Issuance of RFP	March 21 st , 2025
Written Questions on RFP Due	April 11 th , 2025
Statement of Proposal Due	April 18 th , 2025
Target Notification of Award Date	May 16 th , 2025

DISQUALIFICATION OF RESPONDENTS

PartnerTulsa will not accept a proposal from any person or persons, firm, partnership, company, or corporation that is in default or breach of any outstanding debt or performance obligation owed to PartnerTulsa (Tulsa Authority for Economic Opportunity and/or Tulsa Development Authority) or the City of Tulsa. Additionally, a proposal will not be accepted from a Respondent having a conflict of interest that could prevent carrying out the proposal in the best interest of PartnerTulsa or the City of Tulsa.

WITHDRAWAL OF PROPOSAL

At any time prior to the approval of a Redevelopment Agreement by the TAEO Board of Trustees, a Respondent may withdraw its proposal. The withdrawal shall be a request signed in the same manner and by the same person who signed the proposal.

REJECTION OF PROPOSALS

A violation of any of the following provisions by the Respondent shall be sufficient reason for rejection of a proposal, or shall make any contract between PartnerTulsa and the Respondent that is based on the proposal, null and void: 1) failure to submit the proposal by the stated deadline; 2) divulging the information in said sealed proposal to any person, other than those having financial interest with the Respondent in said proposal, until after proposals have been opened; 3) submission of a proposal which is

incomplete, unbalanced, obscure, incorrect, or which has conditional clauses, additions, or irregularities of any kind not in the original proposal form, or which is not in compliance with the published invitation to Submit Proposals, or which is made in collusion with another Respondent. PartnerTulsa shall have the right to waive, in its sole discretion, any defects or irregularities in any proposal received.

STATEMENT OF LIMITATIONS

This RFP, the submissions in response to it, and any relationship between the PartnerTulsa and Respondents arising are subject to the specific limitations, conditions and representations expressed in the RFP.

PartnerTulsa intends and has the authority to select one or more consultants to conduct the scopes of work for the subject area as described in this RFP. This RFP shall not be construed in any manner to create an obligation on the part of PartnerTulsa to enter a contract for any project whatsoever, nor to implement any of the actions contemplated hereby, nor to serve as the basis for any claim whatsoever for reimbursement of costs for efforts expended in preparing a response hereto, regardless of whether the Respondent is selected.

PartnerTulsa reserves the right to hold discussions with, to request presentations from, and to conduct negotiations with, any or all Respondents that PartnerTulsa deems appropriate in its sole discretion. PartnerTulsa reserves the right, as it deems its interest may require in its sole discretion, to accept or reject any or all qualifications and proposals, to waive any informality, irregularity or non-conformity in the documents received, and to accept or reject any or all items provided by the Respondents.

GENERAL NOTIFICATIONS

1. PartnerTulsa notifies all possible Respondents that no person shall be excluded from participation in, denied any benefits of, or otherwise discriminated against in connection with the award and performance of any contract based on race, religious creed, color, national origin, ancestry, physical disability, sex, sexual orientation, age, ethnicity, or on any other basis prohibited by law.

2. All Respondents shall comply with the Americans with Disabilities Act (ADA) and all proposals and a subsequent contract, if any, shall include the following statement:

"The Respondent shall take the necessary actions to ensure its facilities are following the requirements of the Americans with Disabilities Act. It is understood that the program of the Respondent is not a program or activity of PartnerTulsa. The Respondent agrees that its program or activity will comply with the requirements of the ADA. Any costs of such compliance will be the responsibility of the Respondent. Under no circumstances will the Respondent conduct any activity which it deems to not be following the ADA."

3. PartnerTulsa also notifies all Respondents that PartnerTulsa has the right to modify the proposal and final selection of product requirements as needed.
4. Although it is PartnerTulsa's intent to choose only the most qualified Respondents, PartnerTulsa reserves the right to choose any number of qualified finalists for interview and/or final selection.
5. The Request for Proposal does not commit PartnerTulsa to pay any costs incurred in the development or submittal of a proposal.