

REQUEST FOR QUALIFICATIONS

Rapid Rehousing Housing Stability Case Management

Opportunity Information

Issued By	Housing Solutions Tulsa
Opportunity Type	Request for Qualifications (RFQ)
Issue Date	March 26, 2026
Submission Deadline	April 10, 2026, 11:59 PM CT
Estimated Amount	\$0
Contact	grants@housingolutionstulsa.org

Purpose & Background

Housing Solutions Tulsa is issuing this Request for Qualifications (RFQ) to identify and pre-qualify organizations interested in delivering Rapid Rehousing Housing Stability Case Management as subcontractors. Case management services will focus on housing stability, resource navigation, and connections to community services for clients, delivered in alignment with the Safe Move Tulsa Initiative and the AWH4T Service Standards.

Organizations meeting the minimum qualifications will be placed in a qualified vendor pool. Housing Solutions anticipates issuing one or more Requests for Proposals (RFPs) to pool members as funding becomes available, with awards made through that subsequent competitive process.

This RFQ does not constitute a solicitation for proposals and will not result in an award. Responding does not guarantee future participation, and choosing not to respond does not affect eligibility for future opportunities.

All subcontractors under this program are required to comply with 2 CFR 200.430 compensation and time and effort documentation standards as a condition of the City of Tulsa contract under which this work is funded.

Minimum Eligibility Requirements

To be considered for the qualified vendor pool, organizations must meet all of the following:

- Registered 501(c)(3) nonprofit organization and current member of the A Way Home for Tulsa Coalition.
- Agrees to receive all referrals through the A Way Home for Tulsa Coordinated Entry System (CES) in alignment with the Safe Move Tulsa eligibility and requirements.
- Fully participates in the Homeless Management Information System (HMIS).

- Delivers services in accordance with the Safe Move Tulsa Rapid Rehousing Program Model outlined in the A Way Home for Tulsa Service Standards.
- Willing to attend required trainings for AWH4T agencies and grantees.
- Able to maintain a case management ratio of 1:15 households, not to exceed 20 households per case manager.
- Able to execute and manage a cost-reimbursable contract.
- Completed an independent audit or review of certified financial statements within the last 18 months.
- Active registration in SAM.gov with an assigned Unique Entity Identifier (UEI).
- Has or will obtain the required minimum insurance coverage listed below.

Minimum Insurance Requirements

Subcontractors under this program are required to obtain and maintain the following minimum insurance coverage for the duration of any contract. All policies must include a Waiver of Subrogation in favor of the City of Tulsa.

Coverage Type	Minimum Required Limits
Commercial General Liability	\$1,000,000 Per Occurrence \$1,000,000 Damage to Rented Premises \$1,000,000 General Aggregate
Automobile Insurance	\$1,000,000 Combined Single Limit (CSL) Per Occurrence Covers all Owned, Hired, and Non-Owned Autos
Workers' Compensation	Statutory coverage for the State of Oklahoma
Umbrella / Excess Liability	\$1,000,000 Per Occurrence \$1,000,000 Aggregate Primary and non-contributory basis

Process

Submissions will be reviewed to determine whether organizations meet the minimum eligibility thresholds. Qualified organizations will be notified and placed in the vendor pool. Housing Solutions reserves the right to issue RFPs to pool members on a rolling basis and to re-open or close the pool at its discretion. Placement in the pool does not guarantee an award.

Submission Instructions

Submissions must be completed via the online form by the listed deadline. Late submissions will not be accepted. Questions regarding this RFQ may be directed to grants@housingolutionstulsa.org.

RFQ Questions

The online submission form will ask responding organizations to provide the following information. Reviewing these questions in advance and preparing responses before beginning the form is strongly recommended, as the form cannot be saved and resumed.

Organization Information

- Organization name and address
- Primary contact name and email

Eligibility Confirmation

Respondents will confirm agreement with all minimum eligibility requirements via checklist.

Experience

- Why is your organization interested in participating in Safe Move Tulsa, particularly in serving individuals with high barriers and co-occurring SUD/OD? How does this align with your core mission?
- Describe your organization's experience with housing stability case management for individuals exiting homelessness.
- Describe your organization's experience serving individuals with co-occurring homelessness and substance use disorder (SUD/OD), including staff qualifications and training, partnerships with treatment providers, and your approach to relapse prevention and housing stabilization.
- Describe your organization's case management model, including frequency of client contact, supervision structure, and average caseload per case manager.
- How does your team ensure data quality standards are maintained within HMIS or other similar systems?
- Describe your organization's process for making program improvements based on monitoring and performance review outcomes.

Grant & Financial Management Capacity

- Describe your organization's experience managing grants subject to 2 CFR Part 200. Specifically address your internal controls, cost allocation methodology, time and effort tracking practices, and reimbursement management process.
- Date of last independent audit or certified financial review.
- Have you had any audit findings, questioned costs, or disallowed costs within the past three years? If yes, describe corrective actions taken.