

1.0 Introductory Letter

Nezzie Wade, President
Affordable Homeless Housing Alternatives, Inc. (AHHA)
PO Box 3794
Eureka Ca 95502-3794
(707) 267-4035

Good hygiene is essential healthcare and the kind of support that Humboldt County's most vulnerable community members desperately lack, which could improve their circumstances immeasurably. Access to something as simple as a warm shower is invaluable to someone living outside. Being clean decreases the risk of spreading disease, improves mental health and sense of esteem. Offering mobile showers would increase the quality of life and access to services and support for the chronically homeless, while also increasing the potential to obtain housing or seek and keep employment for many. Affordable Homeless Housing Alternatives (AHHA) requests a total of \$99,850 in grant funds to purchase, transport and operate an ADA-compliant mobile shower and restroom trailer for the first year that will provide 30 showers per day operating 2 days per week. This project will be formally named by the community it will serve and is constructed on a purpose-built trailer, made by a reputable company called Comforts of Home Services. The trailer includes one ADA-accessible and compliant hygiene station including a sink, toilet and shower and two non-ADA compliant hygiene stations that can be hauled by a 1-ton truck, which is also requested in this proposal. With the additional help of volunteers and local organizations for donated goods and services, the mobile unit has the potential to act as a pop-up Care Center providing haircuts, clean clothes, new underwear and socks, food, water, resource information, and most of all love and compassion.

Considering there are over 1,470 houseless individuals residing in Humboldt County, with under 200 shelter beds available on any given night, hundreds of people lack the ability to bathe or even use a restroom without hassle. The mobile hygiene station will address the dire need for emergency services to serve the homeless community in Humboldt County. Since the station can be easily transported to different sites, this one project has the potential to reach the target population all over the County.

This proposal meets the intent of the HEAP funding to establish or expand emergency assistance services, as it is a solution that can be implemented immediately with a ready-made trailer and enthusiastic support from volunteers, AHHA board members and local organizations. AHHA has over 5 years of experience working face-to-face with the homeless community and has relationships with many people living outside. AHHA will employ a staff person and recruit volunteers from AHHA's dedicated board members and supporters to run the hygiene station two days per week. The unit will be stored at a safe parking space in Eureka's Shoreline RV storage facility until AHHA acquires the land necessary to develop a sanctioned welcome center where homeless individuals can safely reside until they find more permanent housing.

2.0 Signature Affidavit

**REQUEST FOR PROPOSALS – NO. DHHS2019-01
HOMELESS EMERGENCY AID PROGRAM**

**ATTACHMENT A – SIGNATURE AFFIDAVIT
(Submit With Proposal)**

REQUEST FOR PROPOSALS – NO. DHHS2019-01 SIGNATURE AFFIDAVIT	
NAME OF ORGANIZATION/AGENCY:	Affordable Homeless Housing Alternatives (AHHA)
STREET ADDRESS:	P.O. Box 3794
CITY, STATE, ZIP	Eureka, CA 95502-3794
CONTACT PERSON:	Nezzie Wade
PHONE #:	(707) 267-4035
FAX #:	N/A
EMAIL:	ahha.humco@gmail.com

Government Code Sections 6250, *et seq.*, the “Public Records Act,” define a public record as any writing containing information relating to the conduct of public business. The Public Records Act provides that public records shall be disclosed upon written request, and that any citizen has a right to inspect any public record, unless the document is exempted from disclosure.

In signing this Proposal, I certify that this firm has not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or agency to submit or not to submit a Proposal; that this Proposal has been independently arrived at without collusion with any other Proposer, competitor or potential competitor; that this Proposal has not been knowingly disclosed prior to the opening of Proposals to any other Proposer or competitor; that the above statement is accurate under penalty of perjury.

The undersigned is an authorized representative of the above-named agency and hereby agrees to all the terms, conditions and specifications required by the County in Request for Proposals No. DHHS 2019-01 and declares that the attached Proposal and pricing are in conformity therewith.

Nezzie Wade
Signature

3/11/2019
Date

Nezzie Wade
Name

3/11/2019
Date

This agency hereby acknowledges receipt / review of the following Addendum(s), if any
Addendum # [] Addendum # [] Addendum # [] Addendum # []

3.0 Table of Contents

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4.0 Professional Profile

4.1 Organization Overview

Affordable Homeless Housing Alternatives (AHHA) is a 501(c)3 nonprofit that was incorporated in 2015 with the vision that everyone has a human right to a safe and legal place to live. AHHA has a Board of Directors with eight seats filled at this time and no paid staff. The organization relies heavily on community support, and as of now has two student interns through Humboldt State University and dozens of volunteers. AHHA's office is located at the Labor Temple at 840 E. St. Eureka, CA 95501.

The mission statement of the organization is: To provide information, education, advocacy and policy development for affordable housing with the homeless in Humboldt County. AHHA will facilitate the implementation of these alternative housing models by networking with private groups, nonprofits, public agencies, faith-based organizations, individual volunteers, and by partnering with the cities, county and others to ensure development and capacity building.

AHHA has been an integral part of the advocacy work that led to the recent declaration of a Shelter Crisis in Humboldt County, partly due to intimate knowledge of the issues the homeless face in Humboldt County as well as tenacity to always show up and speak the truth to those in positions of power. AHHA shows up to almost every City and County meeting, Planning meetings, and various other related events in the areas around Eureka, Arcata and McKinleyville as well as Southern Humboldt to speak on behalf of the homeless individuals that have nowhere to go. For that, AHHA is seen as a ray of hope to individuals living outside and has fostered a continuing community network with the homeless population.

AHHA holds monthly Board meetings and monthly General Assembly meetings to connect with community members and check-in with Committee Chairs for information to bring to the Board. Some past projects include the Tiny House Expo in 2015 attended by over 700 Humboldt residents, A Community Forum with Andrew Heben Co-Founder of Opportunity Village and Square One in Eugene, Oregon and Author of Tent City Urbanism: From Self-Organized Camps to Tiny House Villages, holding public events to highlight the Poor People's Campaign, National Hunger and Homelessness Awareness Week, organizing the Eureka Old Town Gazebo annual Homeless Persons' Memorial Day and connecting with other organizations for a Christmas/Winter Holiday gathering to provide free clothing, food, blankets, and other donated goods to those in need.

AHHA has received grant funding from a variety of sources including many local funders to provide support for our outreach efforts. For example, \$1,000 was received from the Holiday Funding Partnership which AHHA used to provide seasonal gifts for those experiencing homelessness. Gifts included 50 ponchos that were distributed along with two pairs of donated socks each to the homeless in Northern and Southern Humboldt and Eureka during the extreme weather conditions in December of 2018. AHHA has partnered and works closely with a number of groups: St. Vincent de Paul Dining Facility to convene Community Conversations; Synapsis in securing Art/Source Project funding to support this vital outlet for those on the edge; HACHR to provide information on Harm Reduction Housing for Overdose Awareness Day as well as

participate in Overdose Prevention Training; Humboldt Unitarian Universalist Fellowship in support of events like the Tiny House Expo, Veterans for Peace our initial fiscal sponsors; Food for People and completed the required Safe Serve course; Ink People and the Humboldt Edge helping people tell their stories, and as advisors and editorial staff; Humboldt Mediation Services training in conflict resolution; as member of the Humboldt County Housing and Homeless Coalition, AHHA or AHHA representatives have helped organize and participate in various facets of the Point in Time Counts required of the Continuum of Care since 2009; AHHA participated in the DHHS Services Fairs for the homeless of the Palco Marsh Encampment. AHHA will continue to work closely with the County and DHHS, and other housing and service providers such as Arcata House Partnership, Betty Chinn Foundation, Open Door Community Wellness and Mobile Medical.

AHHA has been a significant support to many organizations and in developing non-profits such as the Student Housing Advocacy Alliance. We are community partners with HSU and have hosted dozens of interns from at least a dozen disciplines. The organization is also represented through its Board members on many Committees and other significant groups working to resolve homelessness and the lack of affordable housing options in Humboldt, such as The Homeless Community and Volunteer Coordination Group, Poor People's Campaign, Western Regional Advocacy Project, Arcata Equity Alliance, The Housing Trust Fund and Homelessness Solutions Committee. AHHA has and will continue to work with coalitions outside the County and California to bring funding and solutions for those without a safe, legal place to be.

AHHA has never been involved in litigation, fraud convictions, debarments or suspensions causing ineligibility to participate in public contracts, nor violations of local, state or federal regulatory requirements. AHHA does not hold a controlling or any financial interest in any other organization. No Board members have noted Conflicts of Interest in light of this current proposal or their respective engagements.

4.2 Overview of Qualifications and Experience

AHHA's board members have a wealth of knowledge of how to meet the needs of the individuals that will be served by the mobile hygiene station, including countless hours of face-to-face direct service support, conversations and numerous relationships with the homeless community as well as providers. AHHA has been providing free, donated resources to the homeless community since inception in 2014 and the Board members are very comfortable working directly with the homeless community.

The mobile hygiene trailer will be provided by Comforts of Home Services, a company that specializes in the construction and customer support, with ADA-accessible and compliant units. AHHA chose Comforts of Home Services for their excellent track record in Customer Support and post purchase services, including free setup procedure demonstrations for nonprofit organizations. AHHA volunteers with career experiences as professional mechanics are also committed to working with the mobile hygiene station and to provide on-going support to other volunteers and paid staff.

One staff member would be hired to fulfill the on-site services at the mobile hygiene station, oversee the operation and manage volunteer efforts while the pop-up Care Center is in use. Staff and volunteers selected would have experience working one-on-one with the homeless community and trained in the daily duties of the trailer operation, and services provided will be recorded. Monthly tracking of use, expenses, services and referrals will be required and forms will be provided.

Volunteers, including AHHA Board members and community members, would be trained to support the operations of the trailer using Manufacturer's Manuals. Paid and volunteer staff will have expertise working with the homeless community, operating propane tanks, trailer equipment and systems involved, water storage, and waste dumping. Staff will be trained in any areas necessary to fulfill the needs of the operations and maintenance of the trailer unit, including but not limited to filling the water tanks, stocking supplies, disinfecting and cleaning the stalls after each occupant, setup and tear down procedures and dumping at the RV Park where the trailer will be stored or elsewhere. Staff will also only be selected if they have a good driving record of pulling a trailer with a 1-ton vehicle.

Board member brief biographies are included in this profile:

Nezzie Wade, founding member of AHHA. Learning Skills Coordinator, University Learning Center (14 years); retired Sociology Professor HSU and College of the Redwoods, past Chairperson of the Humboldt County Human Rights Commission, Secretary of the Board of Directors of RCAA, and participant in numerous other local organizations and serves on Humboldt Edge Advisory Board; a 40-year resident of Humboldt County. She has provided support as an advocate in the past eight years to those experiencing homeless on the streets in Eureka. Creating community through organizing, her network of allied people and agencies creates an impressive resume for leading this AHHA project. Her background in teaching, working with low income, high risk populations in diverse community settings, program and project development is well suited to this task.

Debra Carey, is an activist in Southern Humboldt for homeless housing and civil rights. Debra is a co-founder of AHHA. She has secured housing and safe, legal places for people for decades, and assisted homeless people to access services. Debra is a founder of the grassroots organization Community Help in Living Local (CHILL) focused on building and improving community relations, and a member of Southern Humboldt Working Together, a 501(c)(3) organized to improve community.

Roy Dahlberg, is retired from law practice (2003). Rich history of involvement in the civil rights movement and SNCC voter registration in the south, and Viet Nam anti-war demonstrations and organizing for SDS with leadership/board role 1966. Worked as booking agent for the SF Mime Troupe, business agent for Film Workers' Union, and a Street/Guerilla theater group in the San Francisco. Attended Martin Luther King School of Law at UC Davis in 1973, in 1976 was admitted to the CA Bar. He worked for CA State Public Defender doing appellate criminal defense, visited clients in most of the prisons in California; worked briefly in private criminal

defense, then for the Sacramento County Public Defender; and the Military Law Project of the National Lawyers Guild.

Winchell Dillenbeck obtained a B.A. in Human Behavior. Credentials include a Certificate for Financial Social Worker Coach and Educator, Certificate for Credit Counselor from NFCC, and served as President for the Statewide Coalition for Quality Credit Counseling. He has a long history in financial counseling and working with educators teaching budgeting and financial literacy to individuals and families from diverse backgrounds. Winchell created Consumer Credit Counseling Service and served as the Executive Director utilizing his administrative and organizational skills for 30 years. His experience in administering the Social Security Payee Program serves AHHA well. Winchell has also served on numerous non-profit boards. His experiences related to understanding mental health and substance abuse issues for people experiencing poverty and homelessness, such as stigma through criminalization, have fueled his passion for economic and social justice.

Michael Avcollie received his BA in Communications from UCLA and graduated with a Master's degree in Environmental Science at Humboldt State University. He works with Redwood Coast Energy Authority as Project Manager implementing energy efficiency and job creation projects in schools. He has affinity for and experience in natural building and renewable energy systems. Mike has ten years of experience in the building trades working as a carpenter and electrician and is familiar with the building planning, permitting and design processes. Additionally, Mike has work experience with supportive residential programs as lead counselor and as house manager responsible for staffing, compliance and licensing requirements.

Jenna Bader is a Project Manager, Certified Energy Analyst, LEED Rater, Green Point Rated Rater and Zero Net Energy Design Consultant for Redwood Energy. Her work predominately supports multifamily affordable housing throughout California by providing all-electric, Zero Net Energy options that make environmentally-friendly housing affordable for developers to build while keeping utility bills stable and low for residents. She provides solar array sizing reports and documentation for these developments, which are used in CTCAC competitive funding and USDA funding applications. Her most notable work at Redwood Energy includes co-authoring a strategic Energy Sovereignty Master Plan to take a local Sovereign Nation off-grid in Humboldt County. Her work included auditing existing conditions of all buildings, energy modeling, providing affordable recommendations for all-electric retrofits, sizing a 12 MW solar and wind powered micro-grid and creating a picture-based ZNE Building Code. Her undergraduate experience includes 4 years of energy efficiency and water conservation outreach with the PowerSave Green Campus program and 2 years writing Sustainability-driven Building Standards at Humboldt State University where she received a B.S. in Energy and Climate Science in 2014.

Jessica Smith received her MA in Sociology from Humboldt State in 2018. She focused her thesis on food sovereignty and food justice, examining individual motivations for participating in Humboldt County's Alternative Food Movement. She was a research assistant at the California Center for Rural Policy working on projects focused on food insecurity and Adverse Childhood Experiences (ACEs) in Humboldt County. She also worked for UC Cooperative Extension

conducting interviews for a multi-state, multi-year research project examining rural mother's access to healthcare. Jessica also participates in the Humboldt Food Policy Council and is a member of the policy sub-committee, which is focusing its current efforts on food-related disaster preparedness. During her time at HSU Jessica began volunteering with the Humboldt Area Center for Harm Reduction. She was eventually hired to be the syringe exchange program coordinator and is now the organization's program director. By providing direct services to people who use drugs and people experiencing homelessness, she has seen the importance and necessity of "housing first" and "housing as harm reduction" models.

Nanette Dean joined the AHHA team as a board member in January 2019. She was born in Eureka California, grew up in McKinleyville and attended local schools there until the last two months of her Freshman year. Her parents then moved the family to Marysville Yuba City area. Nanette finished out high-school and, in January of 2005, moved back to Eureka. She married 12 years ago and is now divorced. Nanette says the best part of her marriage is her beautiful daughter. While navigating the divorce, Nanette lived in Arkansas for year and then Oklahoma for another year, but then came back to 'Good ol Eureka.' She was living with her brother and after a falling-out became houseless. That's what started her journey for two and a half years of living behind the Bayshore Mall. However, because of this journey, she was able to meet Nezzie and become familiar with AHHA and get off the street. She is now paying it forward and happy to be able to work on alternatives for those without housing and resources.

5.0 Project Description

5.1 Project Design

In February of 2018, the Humboldt County Board of Supervisors declared a county-wide Shelter Crisis because there are only enough shelter beds in the county to care for about 10% of Humboldt's unsheltered. The US Department of Housing and Urban Development's (HUD) Point in Time Count from January of 2019 found that there is over 1,470 unsheltered people in Humboldt County on any given night. Proper hygiene is a basic human need and access to hygiene is a first step to gaining access to more comprehensive services for those experiencing homelessness. The mobile hygiene station will allow AHHA to provide community members living outside with an essential part of healthcare; providing this support to the most vulnerable members of society improves their circumstances immeasurably. Good hygiene can reduce stigma and help with integration into community.

Affordable Homeless Housing Alternatives (AHHA) requests HEAP funding to provide the setup and one year of operations for a three-station mobile shower and restroom trailer that would provide one ADA accessible and compliant hygiene station and two non-ADA compliant hygiene stations. Each of the three hygiene stations offers shower and restroom services connected to a central hot water and septic system, which could be operated on or off the grid. With just two days a week in operation, the mobile hygiene station will provide 3,120 showers in Humboldt County during the first year of operation.

The custom designed trailer unit is 22 feet long x 6 ½ feet wide and can be pulled by a 1-ton pick-up truck, which is also requested in this proposal. It is manufactured by Comforts of Home

Services Inc. out of Aurora, Illinois, which has a good record of post purchase support and service to their customers and includes a 5-year warranty. The company provides delivery at a per mile cost (included in the total cost of the unit) and a professional to complete orientation and training to non-profits upon delivery.

The total delivered cost of the custom trailer will be \$52,661, which creates a turn-key mobile hygiene station that can immediately serve the community. When not in use, the trailer will be parked at a local RV storage facility, which includes dumping fees in its monthly rate. The mobile unit would be used to generate revenues to offset rent costs by charging for services at 1-3 summer festivals or other large public events per year.

AHHA anticipates the mobile unit will be able to provide a minimum of 30 showers per day while operating 2 days per week in areas where there are high concentrations of people experiencing homelessness. These calculations are based on a 300-gallon water tank for three shower stalls, each providing 10-minute showers in a 3-4 hour work day, including 5 minutes to clean each stall after use, trailer setup and shut down.

AHHA is actively coordinating access at publicly owned locations and facilities like campgrounds and parking areas to provide services. The requested HEAP funds to generate this project and operate for one year would be just the type of head start this community needs to help provide immediate hygiene services to hundreds of unhoused individuals in Humboldt County. During the first year, AHHA will raise funds to continue serving the community with the mobile hygiene station. Grant sources and organizations such as St. Joseph's Care For The Poor, Open Door Health Clinics and Humboldt Area Foundation grants as well as private donors will be pursued by AHHA and will be used to fund towels, bathing supplies and laundry services.

AHHA will hire a staff member acting as an independent contractor at a rate of \$15/hour for two days per week to oversee the full operations from opening to closing the mobile unit for the day. In addition to the paid staff members, AHHA will ensure at least two volunteers to assist in all duties needed by the Operations Manager; pick up and drop off towels for laundering, disinfect units after each use, greeting guests, track shower times, track number of showers per day for data logs, hand out donated supplies, provide local resource information and specialty volunteer services including haircuts, manicures and pedicures. The trailer comes with an Owner's Manual and will have posted operations signs on-board for the staff and volunteers ease of use while in service. AHHA has committed volunteers from backgrounds in retail service work, non-profits, and social services, faith-based community members, business owners, environmentalists, students, and other active working members of the community that will help to support this project. Eventually, the hygiene station will reside on a safe shelter site, which AHHA is actively pursuing, where it will continue to serve the community on a daily basis, and will remain available as a mobile unit.

5.2 Project Budget

AHHA’s request for HEAP funding includes one full year of start-up and operations to setup and operate the mobile hygiene station, totaling \$99,850, as outlined in the budget below.

Table 1. Project Budget for one year of startup and operating services of the mobile hygiene station.

A. Administrative and Personnel Costs	
Title: Bookkeeper and Office Assistant Description: Tracking income and expenses. Preparing forms and recording data.	\$500
Title: Operations Manager Hourly Rate of Pay: \$15/hour, 4 hours/day, 2 days/week, 52 weeks/year Duties Description: Pick up trailer from RV storage lot and setup on-site, oversee operations of mobile hygiene station including coordinating volunteers, close-up the trailer, bring to RV storage lot, dump waste and fill with water.	\$6,240
Total Administrative and Personnel Costs:	\$6,740
B. Operational Costs	
Item: Maintenance Costs Description: Cost/year to maintain truck based on average engine maintenance costs (\$800), 1-2 tires per year (\$500) and three urinal cartridge replacements for trailer (\$250)	\$1,550
Item: Laundry services Description: Emerald City Laundry wash and fold delivery service for 40 pounds of towels per week at a rate of \$1.80/lb. + \$5 delivery charge, 52 weeks/year	\$3,744
Item: Fill propane tanks that fuel on-demand LPG water heaters Description: Cost to fill two 40 lb. propane tanks at an average rate of \$35/tank, 4x/month, 12 months/year	\$3,360
Item: Trailer Storage, sewage dumping and water tank refills Description: Shorelines RV Park in Eureka, CA provides dumping, water refills and storage included in their annual fee of \$7,650/year, plus a 50% discount if renter pays for a full year in advance.	\$3,825
Item: Insurance Description: Insurance costs for the truck, trailer, volunteers and guests, paid once/year	\$2,700
Total Operational Costs	\$15,179
C. Supplies	
Item: Daily supplies to stock the mobile hygiene station Description: In-kind donations from community members and Care for the Poor support funding, or similar. Supplies include toilet paper (\$400), paper towels (\$400), body soap (\$300), cleaning supplies (\$1,200), shampoo and conditioner (\$600), towels for guests (\$400) = \$3,300/year	\$0
Total Supplies Costs	\$0
D. Transportation/ Travel	

Item: Initial (one time only) mobile hygiene station delivery charge Description: Comforts of Home Services charges \$2/mile to deliver trailer 2,215 miles from Illinois to California	\$4,430
Item: Fuel to transport truck and trailer Description: Fuel costs for 2 hauls/week, with fuel tank filled once/month at \$70/tank x 12 months/year	\$840
Total Transportation/ Travel Costs	\$5,270
E. Startup Costs	
Item: One mobile hygiene trailer Description: Three Station 22' Handicap Accessible Combo Trailer /300 Gallon Waste Tank from Comforts of Home Services	\$52,661
Item: 1-Ton pickup truck to haul trailer Description: Used 2008 Ford F350 Diesel Super Duty Lariat Crew Cab 4WD, 150,000 miles with a tow package, as found locally.	\$20,000
Total Startup Costs	\$72,661
Total Mobile Hygiene Station Startup and Operating Costs for 1st Year	\$99,850

After year one of HEAP-funded startup and operations of the mobile hygiene station, AHHA would raise funds to keep the unit operating to serve the homeless community, with annual costs of \$22,759. AHHA will obtain funding in various ways, including renting the trailer out to at least 2 festivals over the summer to earn revenue, and fostering support from local facilities like St. Joseph's, Mad River Community Hospital, Humboldt County Library, Open Door Clinic, United Health Foundation grants, and more to collectively continue offering services to meet the current demand. AHHA's ultimate mission is to provide safe shelter sites around the County where people can reside in a safe, welcoming, comfortable community environment. While the logistics of site selection and funding are not yet solidified, they soon will be. And once the site has been created, the mobile hygiene station will have a long-term happy home at AHHA's permanent site, where it will continue to serve the needs of the community members living outside, who will be working towards permanent housing.

6.0 Supplemental Documentation

6.1 Comforts of Home Trailer, Cost Quote



410 Rathbone Ave
Aurora, IL 60506
Office: 630-906-8002 Cell: 815-690-3603
Fax: 847-574-7600
Email: kaitlyn@cohsl.com
www.cohsl.com

QUOTATION
201803415

3/7/2019
Quote is good for 30 days

RESTROOM, SHOWER, COMBINATION AND SPECIALTY TRAILER SALES

CUSTOMER (BUYER)

Name: Affordable Homeless Housing Alternatives
Address:
City, State: Eureka, CA

Zip: 95501
Phone: (707) 267-4035
Fax:
Email: povertysnotacrime@yahoo.com
now1@suddenlink.net

SHIP TO:

Name: Affordable Homeless Housing Alternatives
Address:
City, State: Eureka, CA 95501
Contact: Nezzie Wade
Phone: (707) 267-4035

3 Station 22' Handicap Accessible Combo Trailer / 300 Gallon Waste Tank

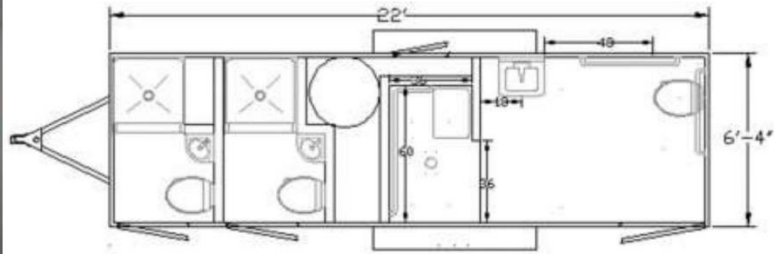
Interior Color	Basic Interior Package (Grey) <small>Grey FRP / Wash Down Package / High Def Grey Flooring</small>	Exterior Color	White
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Quantity 1
Price Each \$38,900.00

BASE PRICE
\$38,900.00

STANDARD ITEMS

- A/C (13,500 BTU) and Heat Strip (5,600 BTU)
- Heavy Duty Fold-up Alum. Steps & Handle
- Timed Faucets
- Oversized Structural Steel Beams
- Steel Construction (No Wood Framing)
- HD Tube Framed Doors & Hydraulic Closures
- Poly Insulation
- Smooth Aluminum Exterior Siding
- One Piece Aluminum Seamless Roof
- FRP (fiberglass wall panels)
- Scissor Jack Levelers
- Dexter (ITS) Independent Torsion Axles
- Battery Powered Trailer Runaway Protection
- Keyed alike Locks
- Premium LED Trailer Lighting
- Commercial PEX Water Lines
- E-Z Lube Hubs
- LPG on Demand water heater - shower trailers
- Electric Brakes
- 2- 5/16" Trailer Receiver
- Chip Resistant Undercoating
- Marine Grade Sub Floor
- Waste Tank Sight Gauge
- Vinyl sheet flooring



[See the next page for Optional Items](#)

Pictures are for reference only and may not reflect the final product

OPTIONAL ITEMS, DELIVERY, AND TOTAL COSTS

1	Options listed on page 2	\$14,836.00	\$ 14,836.00
		Sub Total:	\$53,736.00
Applied discount to Sub Total		Special 2.00%	\$ (1,074.72)
Sales Tax (when applicable)		State:	Tax Rate: \$ -
2215	Delivery Charge per Mile	\$ 2.00	\$ 4,430.00

FINAL PRICE
\$57,091.28

	50% or PO Due upon order	\$ 28,545.64
	50% Due Upon Completion	\$ 28,545.64

Notes: Special non-profit discount



QUOTATION
201803415

OPTIONAL ITEMS (some items may increase lead time)

Qty	Option	\$/ea	Total \$
	Interior upgrade to laminated two tone walls from FRP panels (per trailer foot)	\$70	\$0
	Interior upgrade to Grey Laminate walls with Barnwood accent wall from FRP panels (per trailer ft) New for 2018	\$90	\$0
	Interior upgrade to laminate walls with wainscoting from FRP panels (per trailer foot)	\$110	\$0
	Upgrade to 6 panel oak doors from high privacy metal partition doors (per door)	\$300	\$0
22	Wash down package (aluminum interior trim caulked along bottom so walls can be scrubbed) per trailer foot (FRP Basic Interior Only)	\$35	\$770
	Generator mount on tongue of trailer with diamond plate encasement	\$1,000	\$0
	Custom vinyl wrap of exterior of trailer (Customer to supply graphics for wrapping) (per sq. ft.)	\$20	\$0
	Upgrade to Non Stock Aluminum (Stock Aluminum : White, Pewter, Charcoal)	\$250	\$0
	Upgrade to Non Stock Laminate (Stock Laminate : Linen, Chocolate, Wedding Cake, Feather Grey)	\$250	\$0
	Upgrade to Non Stock Partition Color (Stock Partition : Sahara, Slate)	\$250	\$0
	Remote Monitoring Application (Deep Cycle Battery Required)	\$850	\$0
	Solar Panel Charging (per solar panel)	\$700	\$0
	Deep Cycle Battery (per battery)	\$250	\$0
22	12 volt Package with LED Interior Lighting (per trailer foot)	\$50	\$1,100
	Aluminum diamond plate fold up ramp (to be utilized with the drop box units)	\$3,300	\$0
	Lowering Trailer with fold up Ramp on Rear (Removal of Tires and Bulldog Jacks)	\$3,800	\$0
	Aluminum sectional ramp with 5' platform & railing (for wheel Chair access) Quick Easy Setup (add \$900 for CA)	\$6,600	\$0
1	Lowering trailer with fold up ramp on rear (Wheelchair access) One Button Execution	\$7,800	\$7,800
	Lowering ADA box with fold up ramp on rear. Wheelchair access, hydraulic lowering	\$9,800	\$0
			\$0
			\$0
			\$0

Qty	Option	\$/EA	Total \$	Qty	Option	\$/ea	Total \$
	Coin Rubber Floor (per trailer foot)	\$70	\$0		Upgrade to Std Residential Toilet	\$380	\$0
	6 Lug Aluminum Wheels (each)	\$110	\$0		Add Toilet	\$450	\$0
	Increase Trailer by 1ft	\$750	\$0		Add Urinal	\$450	\$0
	Non-Powered Vent/Skylight (each)	\$120	\$0		Corian Style Countertop (per Sink)	\$150	\$0
	Powered Vent/Skylight (each)	\$170	\$0		Single sink to Single Cabinet	\$350	\$0
	Vent Cover, keeps rain out (each)	\$60	\$0		Single Sink to Double Sink Solid	\$975	\$0
	Exterior Light (each)	\$185	\$0	3	Double Roll Toilet Paper Dispenser	\$22	\$66
3	Exterior Light (each) LED	\$210	\$630	3	Stainless Steel C-Fold Paper Dispenser	\$60	\$180
1	Transformer for LED Lights	\$125	\$125		Enmotion Hands Free Paper Towel Dispenser	\$90	\$0
	Diamond Plate rock guard	\$400	\$0	3	Foaming or Liquid Soap Dispensers	\$40	\$120
	Spare tire mounted	\$350	\$0		Hands Free Gojo Soap Dispensers	\$80	\$0
1	Utility Room w/ door	\$550	\$550		Stainless Steel Garbage Can (each)	\$90	\$0
3	Vacant/occupied LED Indicators	\$125	\$375		Sanitary Napkin Disposal SS (each)	\$50	\$0
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1	Water tank/pump, 225 gallons	\$890	\$890		Music Amp w/ 2 speakers and USB/ SD Card Player	\$550	\$0
	Water tank/pump, 300 gallons	\$1,250	\$0		Electric Hand Dryer	\$650	\$0
	Water tank & pump, 400 gallons	\$1,350	\$0		Single Framed Mirror	\$190	\$0
	Hot Water Heater (cabinet/utility)	\$275	\$0		Double Framed Mirror	\$280	\$0
3	Wall heaters (each)	\$210	\$630		Fold Down Seat (15")	\$205	\$0
22	Winter Package (per trailer foot)	\$50	\$1,100		Extra sink (where available)	\$475	\$0
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Inc.	Upgrade to fiberglass subfloor (per trailer foot)	\$50	\$0		Single sink to single cabinet (custom)	\$600	\$0
	Outlets-GFI protected	\$120	\$0		Single sink to double sink solid (custom)	\$1,200	\$0
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1	Dual 40# propane tanks mounted on tongue	\$500	\$500				\$0
			\$0				\$0
			\$0				\$0
			\$0				\$0

Options selected are highlighted in blue.

OPTIONS PRICE
\$14,836.00

AGREEMENTS:

- *Standard Terms are 50% payment to start an order, remaining due before delivery. PO's are acceptable from most government agencies and large corporations.
- *Buyer Must Agree to Comforts of Home's Terms and Conditions sheet.
- *Final payment of unit will be due upon completion and before delivery unless special arrangements are made
- *Items are the sole property of Comforts of Home Services Inc until full payment is made and must be turned over if payment isn't made within 90 days of delivery.
- *It is understood that no specific certifications, stamps or seals are provided with this trailer. Such items may be made available from a third party, at an additional cost. Any requests for these must be made prior to the production of the trailer, and will affect lead time.
- *It is the purchasers responsibility to research and provide us with any codes or build standards unique to you area that affect the trailer construction or use.
- *Quoted lead times are estimated. Production times may vary due to circumstances beyond our control. Once the deposit is received, your order may not be cancelled or refunded.

6.2 Letters of Support



Humboldt Area Center for Harm Reduction (HACHR)
P.O. Box 7365
Eureka, Ca 95502
707-407-6013

To Whom it May Concern,

I am writing to you today to express my support for the mobile hygiene unit proposed by Affordable Homeless Housing Alternatives (AHHA). This organization has been a consistent voice for those experiencing homelessness and has encouraged dialogue within the community about potential solutions, including a permanent welcome center. AHHA was also successful in advocating for Humboldt County to declare a Shelter Crisis, which makes this need for a mobile hygiene unit even more timely. While discussion of more permanent housing solutions continue, a mobile hygiene unit will mitigate some of the issues that those living on the street currently experience--higher rates of infection, visits to the ER, mortality, and stigma--and will ultimately benefit the entire community.

Humboldt Area Center for Harm Reduction (HACHR) has frequently worked alongside AHHA to advocate for the rights and dignity of people experiencing homelessness. As a harm reduction organization that provides services and resources to people who use drugs, many of whom are also homeless, we understand the importance and necessity of good hygiene. When people are able to shower and use the restroom health issues that are more commonly seen in people experiencing homelessness--skin infections, body lice, bladder infections, abscesses, urinary tract infections--decrease. This not only provides comfort and well-being to those experiencing these issues, but also saves taxpayer money by decreasing costly visits to the emergency room. Furthermore, having proper hygiene boosts self-esteem, makes finding housing and employment easier, and helps to reduce stigma which has been shown to have negative psychological effects.

In short, providing an opportunity for one to care for their personal hygiene positively impacts the entire community. I hope you take these points into consideration and provide the necessary funding for this life-changing, community-enhancing mobile hygiene unit.

Sincerely,

Brandie Wilson
Executive Director, HACHR

12 March 2019

Humboldt County Department of Health & Human Services
Attention: Jarod Proffitt, Administrative Services Officer
507 F Street
Eureka, CA 95501

RE: RFP No DHHS2019-01, Homeless Emergency Aid Program Proposal

Dear Mr. Proffitt,

This letter is being writing in support of Affordable Homeless Housing Alternatives' HEAP Proposal for a Mobile Hygiene Station. AHHA's proposal provides a means for addressing the basic hygiene needs of a significant number of those experiencing homelessness who are in need of housing and financial resources, or at least a safe place to be until housing can be secured. Hygiene is essential healthcare, just as housing is essential healthcare.

The City of Eureka and Humboldt County have agreed to a joint resolution putting their resources only into permanent housing, which is largely unavailable here due to the lack of housing, especially affordable housing. We have hundreds of homeless neighbors in the cities and municipalities and well over 1500 homeless throughout the county. Even with Housing First, including low barrier shelter goals with everything in place, for example, enough rentals, cooperative landlords, funds to support housing, etc., it would take between 4-7 years to effectively begin providing housing to the majority of the homeless population.

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Please seriously consider AHHA's proposal a positive way to immediately impact the lives of many of our poor, and increase the quality of life for all of us, while demonstrating we are a supportive and caring community.

Sincerely,

Russell Shaddix
St. Vincent de Paul Board Member

3/13/19
Nick Wilczek
Director, Humboldt County Library
Eureka, California
(707) 269-1929
nwilczek@co.humboldt.ca.us

Dear DHHS Committee on Grant Applications,

This letter is written in support of the Mobile Hygiene Station project as proposed by Affordable Homeless Housing Alternatives (AHHA).

AHHA's proposed project – Mobile Hygiene Stations, will help address a primary need in Humboldt County. Proper hygiene is a basic human need, vital to finding a job, and securing housing. Mobile Hygiene Stations will help fill this gap and provide much needed services to some of our most vulnerable citizens.

The Eureka Location of the Humboldt County Library is a de facto day center for those experiencing housing insecurity. As the public library, we have a responsibility to strive towards providing services tailored to all of our clients. Due to limited resources, Humboldt County's community organizations need to band together to address and mitigate the causes, symptoms, and outcomes of homelessness.

Given the overlap of our client base, the Humboldt County Library supports and endorses AHHA's proposal. The library will explore the possibility of being a regularly scheduled shower location. In short, Affordable Homeless Housing Alternatives is stepping up to actively address one of Humboldt County's most pressing issues – housing insecurity. Their reaching out to Humboldt County Library shows creativity, initiative, and a commitment to county-wide partnerships.

Thank you for your consideration,

Nick Wilczek

Director, Humboldt County Library

7.0 Exceptions, Objections and Requested Changes

AHHA is not aware of any exceptions, objections nor requested changes to the RFP.

8.0 Required Attachments

8.1 Attachment 1- RFP Signature Affidavit

**REQUEST FOR PROPOSALS – NO. DHHS2019-01
HOMELESS EMERGENCY AID PROGRAM**

**ATTACHMENT A – SIGNATURE AFFIDAVIT
(Submit With Proposal)**

REQUEST FOR PROPOSALS – NO. DHHS2019-01 SIGNATURE AFFIDAVIT	
NAME OF ORGANIZATION/AGENCY:	Affordable Homeless Housing Alternatives (AHHA)
STREET ADDRESS:	P.O. Box 3794
CITY, STATE, ZIP	Eureka, CA 95502-3794
CONTACT PERSON:	Nezzie Wade
PHONE #:	(707) 267-4035
FAX #:	N/A
EMAIL:	ahha.humco@gmail.com

Government Code Sections 6250, *et seq.*, the “Public Records Act,” define a public record as any writing containing information relating to the conduct of public business. The Public Records Act provides that public records shall be disclosed upon written request, and that any citizen has a right to inspect any public record, unless the document is exempted from disclosure.

In signing this Proposal, I certify that this firm has not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or agency to submit or not to submit a Proposal; that this Proposal has been independently arrived at without collusion with any other Proposer, competitor or potential competitor; that this Proposal has not been knowingly disclosed prior to the opening of Proposals to any other Proposer or competitor; that the above statement is accurate under penalty of perjury.

The undersigned is an authorized representative of the above-named agency and hereby agrees to all the terms, conditions and specifications required by the County in Request for Proposals No. DHHS 2019-01 and declares that the attached Proposal and pricing are in conformity therewith.

Nezzie Wade
Signature

3/11/2019
Date

Nezzie Wade
Name

3/11/2019
Date

This agency hereby acknowledges receipt / review of the following Addendum(s), if any
Addendum # [] Addendum # [] Addendum # [] Addendum # []

8.2 Attachment 2- Project Budget

A. Administrative and Personnel Costs	
Title: Bookkeeper and Office Assistant Description: Tracking income and expenses. Preparing forms and recording data.	\$500
Title: Operations Manager Hourly Rate of Pay: \$15/hour, 4 hours/day, 2 days/week, 52 weeks/year Duties Description: Pick up trailer from RV storage lot and setup on-site, oversee operations of mobile hygiene station including coordinating volunteers, close-up the trailer, bring to RV storage lot, dump waste and fill with water.	\$6,240
Total Administrative and Personnel Costs:	\$6,740
B. Operational Costs	
Item: Maintenance Costs Description: Cost/year to maintain truck based on average engine maintenance costs (\$800), 1-2 tires per year (\$500) and three urinal cartridge replacements for trailer (\$250)	\$1,550
Item: Laundry services Description: Emerald City Laundry wash and fold delivery service for 40 pounds of towels per week at a rate of \$1.80/lb. + \$5 delivery charge, 52 weeks/year	\$3,744
Item: Fill propane tanks that fuel on-demand LPG water heaters Description: Cost to fill two 40 lb. propane tanks at an average rate of \$35/tank, 4x/month, 12 months/year	\$3,360
Item: Trailer Storage, sewage dumping and water tank refills Description: Shorelines RV Park in Eureka, CA provides dumping, water refills and storage included in their annual fee of \$7,650/year, plus a 50% discount if renter pays for a full year in advance.	\$3,825
Item: Insurance Description: Insurance costs for the truck, trailer, volunteers and guests, paid once/year	\$2,700
Total Operational Costs	\$15,179
C. Supplies	
Item: Daily supplies to stock the mobile hygiene station Description: In-kind donations from community members and Care for the Poor support funding, or similar. Supplies include toilet paper (\$400), paper towels (\$400), body soap (\$300), cleaning supplies (\$1,200), shampoo and conditioner (\$600), towels for guests (\$400) = \$3,300/year	\$0
Total Supplies Costs	\$0
D. Transportation/ Travel	
Item: Initial (one time only) mobile hygiene station delivery charge Description: Comforts of Home Services charges \$2/mile to deliver trailer 2,215 miles from Illinois to California	\$4,430
Item: Fuel to transport truck and trailer	\$840

Description: Fuel costs for 2 hauls/week, with fuel tank filled once/month at \$70/tank x 12 months/year	
Total Transportation/ Travel Costs	\$5,270
E. Startup Costs	
Item: One mobile hygiene trailer Description: Three Station 22' Handicap Accessible Combo Trailer /300 Gallon Waste Tank from Comforts of Home Services	\$52,661
Item: 1-Ton pickup truck to haul trailer Description: Used 2008 Ford F350 Diesel Super Duty Lariat Crew Cab 4WD, 150,000 miles with a tow package, as found locally.	\$20,000
Total Startup Costs	\$72,661
Total Mobile Hygiene Station Startup and Operating Costs for 1st Year	\$99,850

8.3 Attachment 3- Supplemental Documentation

8.3a Comforts of Home Trailer, Cost Quote



410 Rathbone Ave
Aurora, IL 60506
Office: 630-906-8002 Cell: 815-690-3603
Fax: 847-574-7600
Email: kaitlyn@cohsi.com
www.cohsi.com

QUOTATION
201803415

3/7/2019
Quote is good for 30 days

RESTROOM, SHOWER, COMBINATION AND SPECIALTY TRAILER SALES

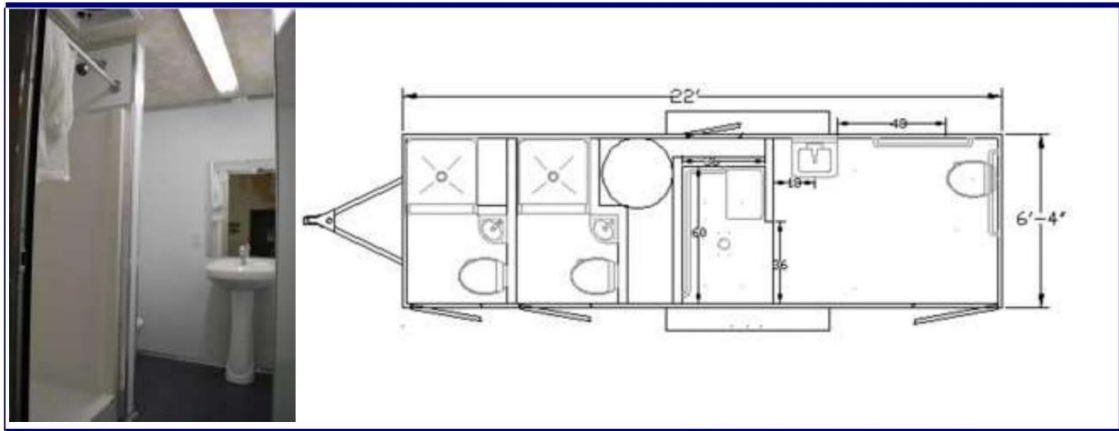
CUSTOMER (BUYER)		SHIP TO:
Name: Affordable Homeless Housing Alternatives	Zip: 95501	Name: Affordable Homeless Housing Alternatives
Address:	Phone: (707) 267-4035	Address:
City, State: Eureka, CA	Fax:	City, State: Eureka, CA 95501
	Email: povertysnotacrime@yahoo.com	Contact: Nezzie Wade
	now1@suddenlink.net	Phone: (707) 267-4035

3 Station 22' Handicap Accessible Combo Trailer / 300 Gallon Waste Tank

Interior Color	Basic Interior Package (Grey) <small>Grey FRP / Wash Down Package / High Def Grey Flooring</small>	Exterior Color	White	Quantity	1
				Price Each	\$38,900.00
					BASE PRICE
					\$38,900.00

STANDARD ITEMS

- A/C (13,500 BTU) and Heat Strip (5,600 BTU)
- Heavy Duty Fold-up Alum. Steps & Handle
- Timed Faucets
- Oversized Structural Steel Beams
- Steel Construction (No Wood Framing)
- HD Tube Framed Doors & Hydraulic Closures
- Poly Insulation
- Smooth Aluminum Exterior Siding
- One Piece Aluminum Seamless Roof
- FRP (fiberglass wall panels)
- Scissor Jack Levelers
- Dexter (ITS) Independent Torsion Axles
- Battery Powered Trailer Runaway Protection
- Keyed alike Locks
- Premium LED Trailer Lighting
- Commercial PEX Water Lines
- E-Z Lube Hubs
- LPG on Demand water heater - shower trailers
- Electric Brakes
- 2- 5/16" Trailer Receiver
- Chip Resistant Undercoating
- Marine Grade Sub Floor
- Waste Tank Sight Gauge
- Vinyl sheet flooring



[See the next page for Optional Items](#)

Pictures are for reference only and may not reflect the final product

OPTIONAL ITEMS, DELIVERY, AND TOTAL COSTS

1	Options listed on page 2		\$14,836.00	\$ 14,836.00
			Sub Total:	\$53,736.00
Applied discount to Sub Total		Special	2.00%	\$ (1,074.72)
Sales Tax (when applicable)		State:	Tax Rate:	\$ -
2215	Delivery Charge per Mile		\$ 2.00	\$ 4,430.00

FINAL PRICE
\$57,091.28

	50% or PO Due upon order	\$ 28,545.64
	50% Due Upon Completion	\$ 28,545.64

Notes: Special non-profit discount



QUOTATION
201803415

OPTIONAL ITEMS (some items may increase lead time)

Qty	Option	\$/ea	Total \$
	Interior upgrade to laminated two tone walls from FRP panels (per trailer foot)	\$70	\$0
	Interior upgrade to Grey Laminate walls with Barnwood accent wall from FRP panels (per trailer ft) New for 2018	\$90	\$0
	Interior upgrade to laminate walls with wainscoting from FRP panels (per trailer foot)	\$110	\$0
	Upgrade to 6 panel oak doors from high privacy metal partition doors (per door)	\$300	\$0
22	Wash down package (aluminum interior trim caulked along bottom so walls can be scrubbed) per trailer foot (FRP Basic Interior Only)	\$35	\$770
	Generator mount on tongue of trailer with diamond plate encasement	\$1,000	\$0
	Custom vinyl wrap of exterior of trailer (Customer to supply graphics for wrapping) (per sq. ft.)	\$20	\$0
	Upgrade to Non Stock Aluminum (Stock Aluminum : White, Pewter, Charcoal)	\$250	\$0
	Upgrade to Non Stock Laminate (Stock Laminate : Linen, Chocolate, Wedding Cake, Feather Grey)	\$250	\$0
	Upgrade to Non Stock Partition Color (Stock Partition : Sahara, Slate)	\$250	\$0
	Remote Monitoring Application (Deep Cycle Battery Required)	\$850	\$0
	Solar Panel Charging (per solar panel)	\$700	\$0
	Deep Cycle Battery (per battery)	\$250	\$0
22	12 volt Package with LED Interior Lighting (per trailer foot)	\$50	\$1,100
	Aluminum diamond plate fold up ramp (to be utilized with the drop box units)	\$3,300	\$0
	Lowering Trailer with fold up Ramp on Rear (Removal of Tires and Bulldog Jacks)	\$3,800	\$0
	Aluminum sectional ramp with 5' platform & railing (for wheel Chair access) Quick Easy Setup (add \$900 for CA)	\$6,600	\$0
1	Lowering trailer with fold up ramp on rear (Wheelchair access) One Button Execution	\$7,800	\$7,800
	Lowering ADA box with fold up ramp on rear. Wheelchair access, hydraulic lowering	\$9,800	\$0
			\$0
			\$0
			\$0

Qty	Option	\$/EA	Total \$	Qty	Option	\$/ea	Total \$
	Coin Rubber Floor (per trailer foot)	\$70	\$0		Upgrade to Std Residential Toilet	\$380	\$0
	6 Lug Aluminum Wheels (each)	\$110	\$0		Add Toilet	\$450	\$0
	Increase Trailer by 1ft	\$750	\$0		Add Urinal	\$450	\$0
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	Powered Vent/Skylight (each)	\$170	\$0		Single sink to Single Cabinet	\$350	\$0
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12 March 2019

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Attention: Jarod Proffitt, Administrative Services Officer
507 F Street
Eureka, CA 95501

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St. Vincent de Paul Board Member

3/13/19
Nick Wilczek
Director, Humboldt County Library
Eureka, California
(707) 269-1929
nwilczek@co.humboldt.ca.us

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Nick Wilczek

Director, Humboldt County Library