



Helping People with Developmental Disabilities Reach Their Maximum Potential

San Joaquin County

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Request for Proposal/Letter of Intent to Interested Providers

Project Type: Specialized Behavioral Family Home Agency Housing Model

Deadline for Submission: **December 14, 2018**

Description of Project:

Valley Mountain Regional Center (VMRC) has a need for Specialized Behavioral Family Home Agency Housing Model to provide specialty behavioral support services for an individual diagnosed with Autism that is not capable of living independently without 24-hour supervision and support. This service model will offer live-in supports in an apartment/townhouse and be based on person centered strength based individual planning, applied behavior analysis (ABA) techniques, management of medications and medication reviews, hygiene/grooming skills, and meal planning/cooking. In addition the program will integrate additional ABA trained staff to provide weekly opportunities for the individual to develop independence and integrate into the local community.

No start-up funding is associated with this project.

Interested parties are invited to submit an application packet for the development and operation of the proposed project to VMRC by **December 14, 2018**.

Eligibility of Applicants:

Applicants must demonstrate a background, expertise and training in Applied Behavior Analysis, particularly in working with adults with a diagnosis of Autism Spectrum Disorder.

Scope of Service:

The selected service provider will be required to work with the Interdisciplinary team to identify an appropriate housing location in a safe location with access to amenities and activities to assist the individual with transitions and sensory regulation. The location can be in any of the 5 counties that VMRC serves.

All proposals must address certain basic points:

- Specialized staff that have training and experience in ABA and working with individuals diagnosed with Autism and who have the ability to execute behavior plans that target

challenging behaviors, including ritualistic behaviors (including those involving food), physical aggression, self-injurious behaviors, and eloping.

- Staffing model encompassing an ABA trained live-in provider as well as additional ABA trained staff to engage in weekly community outings and variety of activities at the home. As well as ABA trained on-call staff for crises and fulfillment of staffing needs.
- Plans to secure an apartment/townhouse in a safe neighborhood that has amenities to engage the individual, such as swimming pool, and outdoor for area activities.
- Use of Person Centered and Strength Based Planning for individuals.
- Crisis Avoidance Planning and development of protocols that proactively address the individual issues and/or behaviors that precipitate a crisis.
- Supporting the individual to increase their ability to engage in activities of daily living, increase independence, self-reliance and positive self-direction. Develop interests and relationships that are aimed toward establishing a more stable and fulfilling lifestyle.
- Transportation supports to access community activities and medical/dental appointments.
- Collaboration strategy intended to integrate services delivered with other supports as specified in the IPP including, members of IDT, conservator, BCBA's, and any other consultants.

Application Package:

All applicants must include the following in their application:

1. Letter of Intent (brief 5 – 10 pages maximum), typed and double-spaced, in English, including:
 - A) A statement of purpose, including goals and expected outcomes
 - B) The applicant's philosophy and values
 - C) A detailed description of the proposed service to be delivered and the applicant's approach to services for the identified clientele.
2. Applicant resume(s) and copies of appropriate licenses/certifications of applicant and any assistants/associates to be employed by applicant.

Criteria for Selection:

A Review Committee will evaluate each applicant's RFP Application Packet and may request an interview prior to making its final selection. Applicants should be prepared to answer questions about the contents of the RFP Application Packet and details regarding the proposed service before a panel of Review Committee members. The applicant's demonstrated commitment to serving people with developmental disabilities will be given special consideration.

Reservation of Rights:

VMRC reserves the right to select a provider for the services described in this Request for Proposal without further negotiations. VMRC may, at its sole discretion, select no applicant for these services if, in its determination, no applicant is sufficiently responsive to the need.

Applicants responding to this RFP who are currently vendored providers for VMRC or any other regional center must have services in good standing.

Costs for Proposal Submission:

Applicants responding to this Request for Proposal shall bear all costs associated with the development and submission of their RFP Application Packet. No costs shall be charged to VMRC, the Department of Developmental Services, or the State of California.

Format and Submission Requirements:

Applicants responding to this Request for Proposal must submit an original, and five copies of all required information to VMRC. Faxed and emailed copies will not be accepted.

Equity and Diversity in Request for Proposals:

An RFP prepared by Valley Mountain Regional Center to develop or provide consumer services and supports shall include a section on issues of equity and diversity. The section on equity and diversity shall not be limited to all of the following information:

- A statement outlining the applicant's plan to serve diverse populations, including, but not limited to, culturally and linguistically diverse populations;
- Examples of the applicant's commitment to addressing the needs of those diverse populations; and
- Any additional information that the applicant deems relevant to issues of equity and diversity.

Deadline:

RFP Application Packets must be received no later than **December 14, 2018 at 5:00 P.M.** RFP Application Packets will be stamped with the date and time of receipt. RFP Application Packets with time/date stamps and postmarks after **December 14, 2018 at 5:00 P.M.** will not be accepted and will be returned to the applicant. Faxed or emailed submissions will not be accepted.

Submit to:

Brian L. Bennett
Assistant Director of Resource Development
Valley Mountain Regional Center
PO Box 692290
Stockton, CA 95269-2290