



Helping People with Developmental Disabilities Reach Their Maximum Potential

San Joaquin County

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Stanislaus County

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Request for Proposal/Letter of Intent To Interested / Qualified Providers

Project Type: **Transportation Services – Stanislaus County**

Deadline for Submission: **May 3, 2019**

Background: Valley Mountain Regional Center (VMRC) is a private, non-profit corporation that contracts with the State of California to provide diagnostic, evaluation, case management, and early intervention services to people with developmental disabilities. VMRC purchases essential services for people with developmental disabilities. Additional background information about VMRC is available on our website located at <http://www.vmrc.net/index.htm>

Description of Project:

Valley Mountain Regional Center (VMRC) has a need for qualified transportation companies to provide daily round trip bus service for VMRC consumers to site based day programs in 2 geographical areas of San Joaquin County. Service is a split shift system providing AM trips from consumer residences to the program and PM trips to pick-up consumers and return them to their residences.

Service Area One: Lodi, CA. Services for VMRC consumers residing in the City of Lodi and the immediate surrounding area to day programs located in Lodi. Currently passenger load is approximately 40 consumers, ambulatory and non-ambulatory, with the potential of another day program opening in the area within the next 6 months. Program start times range from 7:23 am until 9:00 am and ending times range from 1:30 pm to 2:30 pm. Service delivery and pick-up operates with a 30 minute window – 15 minutes prior and 15 minutes after designated start of the program day or end times of the program day

Service Area Two: Northeast Stockton. Services for VMRC consumers residing in Stockton and northern parts of the County to a day program in this area. Currently passenger load is approximately 100 consumers, ambulatory and non-ambulatory, attending a day program this area. Program service windows are 9:00 am until 9:30 am and 2:40 pm until 3:10 pm.

Interested providers may submit proposals for one or both areas requiring service.

The provider will be required to provide vehicles, drivers and bus aides/attendants*. Minimum acceptable fleet size is 10 vehicles. Vehicles must be in compliance with California Vehicle Code and meet all Americans with Disabilities (ADA) standards. Operating yard must be in San Joaquin County.

No start-up funding is associated with this project.

Maximum Rate of Compensation is \$14.64 per passenger trip per day.

**Additional compensation for approved bus aides as determined by VMRC.*

Interested parties are invited to submit a letter of Intent and an application packet for the development and operation of the proposed service, as described below, to VMRC by April 30, 2019.

Targeted start date for service is: July 1, 2019

Qualifications/ Eligibility of Applicants:

Applicants must have current and appropriate Licensing and Insurance as a For-Hire Passenger Carrier. Selected applicant will be required to submit copies of licensing, insurance, Vehicle DOT or PUC registration and most current CHP Terminal Inspection.

Must have a minimum of five (5) years previous experience as a For-Hire Passenger Carrier and a minimum of three (3) years providing transit services for individuals with developmental disabilities. Prior experience working with a Regional Center is preferred.

Application Package:

All applicants must include the following in their application:

1. Letter of Intent typed and double-spaced, in English, including:
 - A) Applicant's philosophy and values.
 - B) Statement of qualifications and business history.
 - C) A detailed description of the proposed service to be delivered and the applicant's approach to services for the identified clientele.
2. A section on equity and diversity that shall include, but shall not be limited to:
 - A) A statement outlining the applicant's plan to serve diverse populations, including, but not limited to, culturally and linguistically diverse populations;
 - B) Examples of the applicant's commitment to addressing the needs of those diverse populations; and
 - C) Any additional information that the applicant deems relevant to issues of equity and diversity.
3. Training curriculum for transit operations, including wheelchair lift and securement, and for sensitivity training in serving individuals with developmental disabilities.
4. Applicant resume(s) of business owner(s) and/or business partners and proof of appropriate licenses/certifications of the business.

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 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.

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.

Deadline:

RFP Application Packets must be received no later than **May 3, 2019, at 5:00 P.M.** Application Packets will be stamped with the date and time of receipt. RFP Application Packets with time/date stamps and postmarks after **May 3, 2019, 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:

Wilma Murray
Community Services Manager Transportation/Employment
Valley Mountain Regional Center
PO Box 692290
Stockton, CA 95269-2290