



Life with the Power of Choice and Possibilities

702 N. Aurora St.
P. O. Box 692290
Stockton, CA 95269-2290
Phone: (209) 473-0951
Fax: (209) 473-0256

1820 Blue Gum Avenue
Modesto, CA 95358
Phone: (209) 529-2626
Fax: (209) 557-2173

704 Mountain Ranch Road, Suite 203
San Andreas, CA 95249
Phone: (209) 754-1871
Fax: (209) 754-3211

**Request for Proposal
To
Qualified Providers**

Project Type: *Translator service: Spanish*

Deadline for Submission: *Until filled*

Description of Project:

Valley Mountain Regional Center has an immediate need for Translators who can translate Spanish, with our consumers living in Amador, Calaveras, and/or Tuolumne County.

Translators are needed to provide translator service for appointment with VMRC consumers and their service coordinator, and/or other meetings/appointments as required. Translator services are not VMRC employees but would be a vendor to provide the service. Translator services are usually provided on weekdays during normal business hours.

Rates for this service are established using Standard Medi-Cal Allowance/ Service Code 643.

Agency Overview:

Valley Mountain Regional Center (VMRC) is a private, non-profit organization working under contract with the State of California, Department of Developmental Services. VMRC provides services to persons age birth to three, who are at-risk of developing a developmental disability, and three years and older, who have a developmental disability.

Valley Mountain Regional Center creates partnerships to support all eligible individuals with intellectual and/or developmental disabilities, children at risk, and their families in choosing services and supports through individual lifelong planning to achieve healthy and productive lives in their own communities. VMRC envisions a community where individuals with intellectual and/or developmental disabilities are valued members who are treated with dignity and respect. Please visit our website, <https://www.vmrc.net/> for more information about our organization.

Eligibility of Applicants (either sole proprietors or agencies):

Applicants must be able to fluently translate English/Tagalog with the consumer and VMRC service coordinator or representative. Letters of recommendations are helpful when applying. Also include any relevant licenses, certifications and/or credentials as required by the State of

California to practice in the field being offered. In addition, the applicant shall have at a *minimum, one year of experience working with persons with developmental disabilities.*

Criteria for Selection:

All applications submitted that meet the minimum eligibility requirements shall be considered for vendorization. More Information about vendorization may be found on DDS’ website at <https://www.dds.ca.gov/rc/vendor-provider/vendorization-process/> under “Vendorization Process” or under California Code of Regulations, Title 17, and Sections 54310 through 54390, vendor application requirements; Sections 58500 to 58570, Transportation Services; and Sections 54342(a)(81) and (84).

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.

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 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.

Interested Parties:

Interested parties should contact Libby Contreras, Resource Development Manager-Clinical Services. lcontreras@vmrc.net -OR- (209) 955-3348

Deadline:

This is a continuous proposal to fulfill agency’s unmet needs.

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