



*“LIFE with the POWER of CHOICE and POSSIBILITIES”*

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## **Valley Mountain Regional Center Request for Community Placement Planning Proposals**

**Fiscal Year 2023-2024**

**Valley Mountain Regional Center (VMRC) is requesting proposals for  
Community Placement Planning for Services for Adult females with co-occurring diagnoses)**

**(All Projects Subject to DDS Funding-these funds are yet to be approved)**

**Service Type:** Adult’s Enhanced Behavioral Supports Home

**Project Type:** Enhanced Behavioral Supports Home for Adult females with co-occurring diagnoses , intellectual and developmental disabilities, and psychiatric support needs

**Funding to be requested by regional center :** \$150,000

**Posting Date:** Tuesday December 5, 2023

**Deadline for Application Submission:** Friday January 5, 2024 by 5:00 p.m.

**Development Timeline:** The home will be purchased and renovated by a Housing Development Organization (HDO). The home should be ready to be licensed by **August 1, 2024**, or sooner.

### **INTRODUCTION**

VMRC is a community-based, private nonprofit corporation that is funded by the State of California to serve people with developmental disabilities as required by the Lanterman Developmental Disabilities Act. The Lanterman Act is part of California law that sets out the rights and responsibilities of persons with developmental disabilities. Valley Mountain is one of 21 Regional Centers throughout California serving individuals with developmental disabilities and their families. VMRC provides services to persons within San Joaquin, Stanislaus, Amador, Calaveras, and Tuolumne Counties.

### **DESCRIPTION of PROJECT**

VMRC has a need for a licensed Enhanced Behavior Supports Home (EBSH) for four (4) adult females with developmental/intellectual disabilities with co-occurring diagnoses. The EBSH is a new model of service, certified by the State of California Department of Developmental Services and licensed by the State of California Department of Social Services as an adult residential facility. (Government code 11346.2 (b) and California Code of Regulations Title 17, Division 2, Chapter, 3 Subchapter 24). The home provides 24-hour non-medical care to individuals with developmental/intellectual disabilities who require enhanced behavioral supports, staffing, and supervision in a homelike setting. The enhanced behavioral services and supports provided to address individuals’ challenging

behaviors include additional staffing, supervision, facilities, and other services and supports which are beyond what is typically available in other community-based adult residential facilities to serve individuals in a community setting rather than an institutional setting. (WIC 4684.80(a) and (b)). Behavioral challenges that may be present are, but are not limited to, elopement; verbal and severe physical aggression; sexualized language and gestures; property destruction; self-injurious behavior including head banging, scratching, and picking; resistiveness to routines and directions that result in aggression toward staff and peers.

The home will provide services to four (4) adult females with intellectual/developmental disabilities with co-occurring psychiatric diagnoses. Every resident will be required to have their own private bedroom. The program plan requires that each resident be provided a comprehensive behavior support plan that is person-centered, trauma-informed and embraces a positive supports approach. The EBSH provider and support professionals will support individuals in overcoming the barriers that interfere with their relationships among family and friends and with their successful integration as respected and contributing members of the community. These enhanced supports provide the intensive services needed to support individuals during behavioral crises so the need for acute crisis services or admission to acute psychiatric facilities or institutions for mental disease is minimized or prevented.

The services provided will need to include but are not limited to, comprehensive person-centered services, psychiatry, intensive behavior management, and medical/nursing care. The residents will likely need supports in some of the following areas: emotional self-regulation; anger management; development of coping skills; establishing healthy relationships with staff, family, and peers; medication management; accessing health care professionals; development of leisure interests; accessing community-based leisure/recreation services and activities; substance abuse disorder histories and support needs related to those in recovery; trauma informed support methodologies; opportunities to have daily physical activity; engaging in educational services on or off site; developing independence with activities of daily living.

The services must be provided in a home-like setting and be provided in sufficient space to comfortably accommodate enhanced staffing to support the residents while maintaining a calm therapeutic environment. Space for physical activity both indoors and outdoors is a requirement. The location of the home will be in Stanislaus county and may be in a rural area. The final location is subject to approval by VMRC.

Consistent with the EBSH model, the home will be owned and renovated by a Housing Development Organization (HDO) or a Non-Profit Housing Organization (NPO) that will work collaboratively with the service provider and regional center to identify, develop, and renovate the property to meet the needs of individuals identified to live in the home. The home acquisition and renovation are funded under a separate grant process. The successful service provider applicant for the CPP grant will lease the property back from the HDO/NPO. The HDO/NPO will negotiate through their contract responsibility for the ongoing maintenance of the property and home. The startup funds identified in this RFP are solely for the use of the service provider for the establishment of a licensed home, including, licensing fees, furnishings, supplies, personnel recruitment, staff training, planning, and meetings.

Services provided in the EBSH are required to meet all requirements per California Code of Regulations, Title 17, sections 59050 through 59072 which can be found in its entirety as follows:

[https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I2773F6EAC8AB4FDD85F1DD5697B7A232&originationContext=documenttoc&transitionType=Default&contextData=\(sc.Default\)](https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I2773F6EAC8AB4FDD85F1DD5697B7A232&originationContext=documenttoc&transitionType=Default&contextData=(sc.Default))

All proposals must address certain basic points including the following:

- Compliance with State of California Code of Regulations, Title 17, sections 59050 through 69072 that apply to operating Enhanced Behavior Support Homes.
- Compliance with State of California Title 22 Community Care Licensing (CCL) regulations prior to vendorization by VMRC.
- Compliance with new regulations issued by the Centers for Medicare and Medicaid Services (CMS) regarding standards that must be met, by all Home and Community-Based Services (HCBS) to receive federal funding. Refer to [www.medicaid.gov](http://www.medicaid.gov) for more information about “The Medicaid Home and Community Based Services Setting Rules.”
- Qualifications of the Administrator ensuring a minimum of 2 years prior experience with individuals with developmental disabilities in a licensed residential facility for persons with developmental disabilities. Must be a registered behavioral technician (RBT) or a licensed psychiatric technician (LPT) or a qualified behavior modification professional (QBMP). Administrator and licensee must both possess a current Administrator Certificate.
- Qualifications and training of Lead Direct Support Professional and Direct Support Professionals and the Qualified Behavior Modification Professional (QBMP).
- Identification of an array of consultants and how they will be utilized to support the individualized program plan for each child. Consultants may include but are not limited to, psychiatrist, physician, nurse, Board Certified Behavior Analyst, Nutritionist, Recreation Therapist, Occupational Therapist, Speech Therapist, and Physical Therapist.
- Strategies and approaches in developing and adjusting the individual program plan, including the behavior plan to ensure optimal results in reducing target behaviors and replacing them with socially acceptable behaviors.
- Services are provided in accordance with person centered plans that focus on the achievement of individual goals and individual values.

#### **APPLICANT ELIGIBILITY**

Applicants must have, at minimum, three years of prior experience providing direct supervision or special services to persons with developmental/intellectual disabilities. Responses to the Request for Proposal will *not* be considered if any of the following conditions exist:

- Fails to demonstrate understanding of intent of service, and how supports are deployed to achieve expected service outcomes.
- The facility, parent organization, Licensee, or Administrator has been subject to a licensing administrative action within the last three years.
- The facility, parent organization, Licensee, or Administrator has been subject to written notification of an “Immediate Danger” situation within the last three years.
- The facility, parent organization, Licensee, or Administrator has been subject to sanctions issued by a California Regional Center as required by Title 17, CCR, Section 56057 within the last three years.

## **APPLICATION REQUIREMENTS**

Applicants must demonstrate the following standards in their application:

- All applications submitted must be submitted on standard size (8 1/2" x 11") electronic format, typed in 12 pt. Arial font and double spaced.
- Attachment forms must be typewritten. Additional pages may be added if needed. All proposals must be complete, collated, and page numbered.
- An electronic version in PDF format, of the proposal must be submitted to [bbennett@vmrc.net](mailto:bbennett@vmrc.net). An email acknowledgement of each submission received will be sent back to the applicant.
- The Application Proposal Title page must be the first page of the proposal packet.
- If needed, include appendices for documents, such as resumes, certificates, curricula, schedules, letters of recommendation or support.
- Fax copies will NOT be accepted.
- Proposal Applications submitted will NOT be returned.
- Proposals that are NOT received by the specified deadline will NOT be accepted.

## **APPLICATION PACKET CONTENT**

The proposal application must include completed appendices as listed below.

Each of the following need to be completed to ensure acceptance of the application. If you are providing additional information or attachments, please identify the attachment in the response and label the attachment with the appendix being responded to.

Include all information requested below and submit the response to the RFP in the exact and same order as listed below.

Appendix A --Proposal Title Page  
Appendix B --Statement of Obligations  
Appendix C --Program Description  
Appendix D --Financial Statement  
Appendix E --Estimated Cost Worksheet  
Appendix F --Start Up Budget  
Appendix G --Rate Development Facility Costs (DS 6023)  
Appendix H --Strategic Plan

For additional information or clarification, regarding the completion of the application requirements and/or Word copies of RFP document templates, please contact Brian Bennett. [bbennett@vmrc.net](mailto:bbennett@vmrc.net)

### **EQUITY and DIVERSITY in REQUEST for PROPOSALS**

An RFP prepared to develop or provide consumer services and supports must include a section on issues of equity and diversity. The section on equity and diversity needs to include but is not limited to 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.

### **SUBMISSION OF APPLICATION PACKAGE**

Proposals must be submitted electronically to [bbennett@vmrc.net](mailto:bbennett@vmrc.net) by **5:00 p.m. on Friday January 5, 2024**. Proposals that are late, faxed, mailed, or delivered in person will NOT be accepted. Proposals received after 5:00 p.m. on the due date specified above will not be accepted.

### **SOURCES for TECHNICAL ASSISTANCE**

A Proposal Application Conference will be held **Friday December 15, 2024**, from **2:00-3:00** using Microsoft Teams. **If you are interested in attending the conference, please inform Brian Bennett at [bbennett@vmrc.net](mailto:bbennett@vmrc.net)**. Those interested in applying are strongly encouraged to attend or have a representative attend the conference. During the conference potential applicants will have the opportunity to ask questions about the requirements of the project as well as the application packet requirements. Additional inquiries regarding the application or for requesting technical assistance should be directed to [bbennett@vmrc.net](mailto:bbennett@vmrc.net). Technical assistance is limited to information on the requirements for preparation of the application packet.

### **RESPONSE for PROPOSAL TIMELINES**

<b>DATE</b>	<b>ACTIVITY</b>
Tuesday December 5, 2023	Request for Proposal release (Third posting)
Friday December 15, 2023	Applicants conference
Friday January 5, 2024	Proposal deadline to submit
January 8-19, 2024	Evaluation of proposals by selection committee Interviews with highest-ranking applicants, if applicable.
January 24, 2024	Notice of selection of applicants
Thursday February 1, 2024	Start-up contract executed
Thursday February 1, 2024	Notification of project award posted on VMRC website

### **SELECTION PROCEDURES and SCORING**

Those proposals received by the deadline will undergo a preliminary review to ensure the application meets the requirements as stated in the RFP. Incomplete application packets will not be eligible for consideration. The proposal review committee will be seated by VMRC. Application packets will be reviewed for completeness, applicant experience, and fiscal stability, resources of applicant, reasonableness of costs, and ability of applicant to identify and achieve

outcomes to implement the project requirements. Qualified applicants whose proposals score 75% and above will be scheduled for an interview. The interview process will consist of the selection committee members asking questions about the content of the RFP Application Packet, and Budget Proposal and the projected timelines.

The selection committee will use the following criteria to rate all proposals.

Appendix A –Proposal Title Page	5 points
Appendix B --Statement of Obligations	5 points
Appendix C --Program Description	20 points
Appendix D --Financial Statement	10 points
Appendix E --Estimated Cost Worksheet	15 points
Appendix F --Start Up Budget	15 points
Appendix G --Rate Development Facility Costs (DS 6023)	15 points
Appendix H --Strategic Plan	15 points
<b>Total</b>	<b>100 points</b>

In addition to evaluation on the merit of the entire proposal application packet, applicants will be evaluated and selected based on previous performance including the timely completion of projects, a history of cooperation with regional centers and funders, ability to complete projects within budgeted amounts, and a track record consistent with established timelines for development. Applicants should be prepared to answer questions about the contents of the RFP Application Packet and Budget Proposal and the daily operation of the 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 request or negotiate changes to a proposal, to accept all or part of a proposal, or to reject any or all proposals. VMRC may, or at its sole discretion, not award a contract, if in its determination, no applicant is sufficiently responsive to the components of the request for proposal. VMRC reserves the right to withdraw this RFP and/or any item within the RFP at any time without notice. VMRC reserves the right to disqualify any proposal which does not comply to the REP requirements. This RFP is at the discretion of VMRC, it does not commit the regional center to award the grant.

**COST of PROPOSAL SUBMISSION**

Applicants responding to the RFP shall bear all costs associated with the development and submission of the proposal.

**DISSEMINATION of FUNDS**

Funding for this project is contingent upon budget approval by the Department of Developmental Services. Upon approval disbursement of the Grant Funds will be made on a reimbursement basis for approved expenditures accumulated monthly.