



Helping People with Developmental Disabilities Reach Their Maximum Potential

**San Joaquin County**

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**Request for Proposal/Letter of Intent  
To Qualified Providers  
VMRC Community Resource Development Plan (CRDP)  
Fiscal Year (2021-2022)**

*Project Type: Specialized Children’s Residential Group Home to serve Male and/or Female Children ages 12-17*

*Deadline for Submission: Friday July 22, 2022*

**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 <https://www.vmrc.net/>

**Description of Project:**

Valley Mountain Regional Center (VMRC) has a need for a licensed Children’s Residential home in **Calaveras or Tuolumne County** to provide residential services to up to (3) children who require 24-hour care and supervision, including awake night staffing. Children served may require monitoring and education related to the safe use of social media and safe social interactions with strangers and peers. Individuals served will benefit from trauma informed supports. The residential setting will offer supports to children with intellectual and developmental disabilities who may also be in Foster Care.

Interested parties are invited to submit a letter of Intent and an application packet for the development and operation of the proposed service to VMRC by **July 22, 2022**.

### **Scope of Service:**

- The selected service provider will be required to develop and operate a licensed Specialized Children’s Residential Group Home to serve (3) three males and/ or females. Private bedrooms are required.
- The service delivery strategies must demonstrate a highly structured program, specifically tailored to promote, and support consumer independence in accordance with Person Centered Planning philosophies and Home and Community Based Services settings rules.
- The selected service provider must provide services and supports with consideration to and with knowledge related to “trauma informed care.”
- The selected service provider must be qualified to support children with diverse backgrounds, consumers whose preferred or primary language is not English. The service provider must be able to incorporate linguistic and cultural support strategies into Individual Service Plans.
- Consultants should include a Psychiatrist and Behaviorist and are expected to provide a minimum of 20 hours (combined) of support to each consumer every six months. Other consultant types to be offered based on consumer need.
- Staffing ratios and supervision shall meet consumer needs; no less than 144 hours of additional weekly direct care staffing above the required 24-hour staff person; one awake-night staff.
- Consumers will require supports and training/ education related to interpersonal boundaries as it may relate to past histories of abuse and neglect.
- Trauma informed supports may be needed, which includes treatment for symptoms associated with trauma because of extreme difficulty with appropriate emotional regulation and interpersonal boundaries due to past sexual/ physical or emotional trauma.

### **Qualifications/ Eligibility of Applicants:**

Applicants must have, at minimum, three years of prior experience providing direct supervision or special services to children with intellectual and / or developmental disabilities.

Responses to the Request for Proposal will not be considered if any of the following conditions exist:

- A. Fails to demonstrate understanding of the intent of service, and how supports are deployed to achieve expected service outcomes.

- B. The facility, parent organization, Licensee, or Administrator has been subject to a licensing administrative action within the last three years.
- C. The facility, parent organization, Licensee, or Administrator has been subject to written notification of an “Immediate Danger” situation within the last three years.
- D. The facility, parent organization, Licensee, or Administrator has been subject to sanctions issued by a California Regional Center as required by Title 17, CCR, and Section 56057 within the last three years.
- E. The facility, parent organization, Licensee or Administrator is currently part of any ongoing investigation by Community Care Licensing or VMRC which if substantiated would result in the issuance of Substantial Inadequacies or Immediate Danger per Title 17 Section 56053 and Section 56054.

**Application Package:**

All applicants must include the following in their application:

1. Letter of Intent (should be no more than **15 pages total**) typed and double-spaced, in English, including:
  - A) Applicant’s philosophy and values.
  - B) Statement of qualifications
  - C) A detailed description of the proposed services and treatment strategies to be provided (clinical strategies, consultant’s to be used, recreation and leisure activities, behavior management strategies) and maintenance of a home like setting in accordance with person centered thinking and home and community-based services settings rules.
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. Qualifications of all applicants (Resume for Licensee and proposed Administrator)
4. Start-Up budget proposal
5. Operations Budget Proposal (include appropriate staff to consumer ratios)
6. Timeline for completion of the project (strategic plan)

**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 **July 22, 2022, 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 **July 22, 2022, at 5:00 P.M.** will not be accepted and will be returned to the applicant. Faxed submissions will not be accepted. Applications can be sent through US Mail or by electronic (e mail) mail.

**Submit by mail to:**

Brian L. Bennett  
Director of Community Services  
Valley Mountain Regional Center  
PO Box 692290  
Stockton, CA 95269-2290

**Submit by e mail to:**

[bbennett@vmrc.net](mailto:bbennett@vmrc.net)