



Helping People with Developmental Disabilities Reach Their Maximum Potential

### San Joaquin County

Main Office  
702 N. Aurora Street  
P. O. Box 692290  
Stockton, CA 95269-2290  
Phone: 209-473-0951  
Fax:  

- Administration: 209-473-0256
- Case Mgmt: 209-473-0719
- Community Services 209-955-3232
- Clinical: 209-956-6439

### Stanislaus County

Branch Office  
1820 Blue Gum Avenue  
Modesto, CA 95358  
Phone: 209-529-2626  
Fax:  

- 2<sup>nd</sup> Floor: 209-557-2173
- 3<sup>rd</sup> Floor: 209-557-2174

### Amador, Calaveras, and Tuolumne Counties

Branch Office  
704 Mountain Ranch Rd #203  
P. O. Box 1420  
San Andreas, CA 95249  
Phone: 209-754-1871  
Fax: 209-754-3211



## Request for Proposals To Interested Providers VMRC-Community Resource Development Plan (CRDP) Fiscal Year 2023-2024

### Project # VMRC-2324-4

*Project Type:* **Housing Development Organization**

*Deadline for Submission:* **March 15, 2024**

### Description of Project:

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 residence within San Joaquin, Stanislaus, Amador, Calaveras and Tuolumne Counties.

Valley Mountain Regional Center (VMRC) has a need for a housing development organization to develop affordable housing opportunities in San Joaquin, Stanislaus, Calaveras, Amador, Tuolumne counties. The organization can be a for profit or non-profit organization.

Interested parties are invited to submit an application packet for the development and operation of the proposed project to VMRC by March 15, 2024

**\$150,000 in start-up funding is available for the development of this project.**

### Scope of Service:

The selected housing development organization will purchase and maintain safe, affordable homes (apartments, single family homes, duplexes, condominiums, and other non-licensed residential settings) for individuals and families with intellectual and developmental disabilities. The selected service provider will utilize the start-up funds for the purpose of building their development team, acquiring insurance and by providing high quality training opportunities for the development team related to supporting individuals and families with intellectual and developmental disabilities.

**Eligibility of Applicants:** The HDOs primary mission is to develop and manage accessible homes for the needs of individuals with developmental disabilities. For the purpose of this project, the applicant can be a for profit housing organization, a registered NPO (or indicate the intent to create an NPO registered as an IRS 501 (c)(3) corporation), limited liability company, or limited partnership that will own the property through the HDO as a managing general partner who receives and retains an Organizational Clearance Certificate for the projects from the California Board of Equalization in Order to be exempt from property taxes.

Only applicants who have acquired, constructed, or renovated property for the use of special needs populations for a minimum of two years, or have a team members with at least four (4) years of relevant experience, will be considered. Applicants must possess qualifications as specified in the RFP.

Responses to the RFP will be considered from affordable housing developers who retain development team members with documented experience in real estate purchase, financing and renovation. HDO's must submit the resumes of the development team, a summary of past projects, and a narrative of proposed property ownership including acquisition, renovation, and maintenance. Information on plans for acquiring permanent financing, HDO organization and financial documentation, an implementation and financing plan. Including a detailed budget and a pro forma budget.

The following agencies and individuals are ***not considered eligible*** for this RFP award.

- The State of California, its officers or its employees;
- A regional center, its employees, and their immediate family members;
- Area Board members, their employees or their immediate family members;
- Any HDO with a conflict of interest in either board members or employees.

**Application Package:**

All applicants must demonstrate the following standards in their application:

1. Letter of Intent (brief 5 – 10 pages maximum), typed and double-spaced, including:
  - A) A statement of purpose, including goals and expected outcomes
  - B) The applicant's philosophy and values
  - C) Qualifications of applicant and Administrator (including work histories in narrative form)
2. Request for Proposal Application Form [see Attachment 1]
3. Budget Proposal [see Attachment 2]
4. Resumes of Applicant and Administrator (if identified)

**Criteria for Selection:**

A Review Committee will evaluate each applicant's RFP Application Packet and Budget Proposal. Incomplete application packets will not be eligible for consideration. Qualified applicants whose proposals score 75% and above will be scheduled for an interview. 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 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.

**Format and Submission Requirements:**

Applicants responding to this Request for Proposal must submit an original, and six copies of all required information to VMRC. Each copy should be bound only by a single staple. No Faxed or Emailed proposals will be accepted.

**Deadline:**

RFP Application Packets must be received no later than March 15, 2024, at 5:00 P.M. RFP Application Packets will be stamped with the date and time of receipt. Time and date stamps and postmarks after March 15, 2024, at 5:00 P.M. will not be accepted and will be returned to the applicant.

**Submit to:**

Brian L. Bennett [bbennett@vmrc.net](mailto:bbennett@vmrc.net)  
Director of Community Services (209) 955-3309  
Valley Mountain Regional Center  
by mail to: PO Box 692290, Stockton, CA 95269-2290  
or deliver to 702 N. Aurora St, Stockton, CA 95202

**Dissemination of Funds:**

Disbursement of the Grant Funds will be made on a reimbursement basis for approved expenditures accumulated on a monthly basis.