

REQUEST FOR PROPOSALS

Redwood Coast Regional Center

Respecting Choice in the Redwood Community

Specialized Residential Facilities:

Adult Residential Facility (ARF)

Residential Care Facility for the Elderly (RCFE)

To be located in the Redwood Coast Regional Center Catchment Area

We envision a system of services and supports that acknowledge the person's age, lifestyle preferences and culture, and which is fluid and ever changing... We envision strong, healthy individuals and families whose emotional resources are renewed and supported by community and regional center." —From RCRC Vision

Redwood Coast Regional Center (RCRC) is one of 21 locally based nonprofit private corporations that contract with the State of California to develop and coordinate community resources and supports for people with developmental disabilities and their families. RCRC serves Californians who reside in Del Norte, Humboldt, Lake, and Mendocino Counties.

RCRC is seeking proposals for licensed Specialized Residential Facilities for individuals with developmental disabilities. Homes may be developed in the following categories, for the following purposes:

- Specialized Residential Facility, Adult Residential Facility (ARF): to provide a long-term supportive option for individuals, ages 18-59, who have the need for specialized residential support. Those supports may include, but are not limited to: significant medical needs, mental health needs, forensic involvement, sophisticated behavioral interventions, continuous supervision for safety of themselves and/or others.
- Specialized Residential Facility, Residential Care Facility for the Elderly (RCFE): to provide a long-term supportive option for individuals, ages 60 and over, who have increasingly challenging support needs due to aging, including, but limited to: increased medical needs, dementia care, and hospice services.

Individuals who will use these service options will be identified through RCRC's internal review process.

COMMUNITY CARE LICENSED RESIDENTIAL FACILITIES

A need has been established for 4 bed specialized residential service options to serve individuals located in the RCRC catchment area. The successful applicant(s) will provide professionally skilled support to the proposed population to be served (ARF or RCFE). The provider may manage long-term existing and/or increasingly challenging support needs that may include medical, mental health, behavioral, personal care, memory and/or aging needs. Additional support needs may include diabetes management, special diets, regulating awake/sleep times, communication, skill enhancement/maintenance, and environmental adaptations. The service will operate using positive behavior supports,

mental health strategies and person-centered planning philosophies. The home will also provide learning opportunities in regard to appropriate/positive relationships with peers, family members, and support agencies, social sexual skill development, daily living, and safety skills.

The home will serve adults with a range of support needs. Some individuals may require support in developing coping strategies for effective self-control; positive behavioral supports- including the use of augmentative and alternative communication devices; medication management; or significant assistance and supervision in self-care and personal safety. The service provider should have the ability to advocate and work collaboratively with generic community support such as various community health practitioners, Area Agency on Aging, and County Mental Health, as needed.

Staffing

The House Administrator and Direct Support Staff should have prior experience working with the proposed target population and their specific needs. Successful applicants will have experience with dual diagnosis and/or behavioral support needs. Additional areas of knowledge may include but are not limited to supporting individuals who require assistance with health care plans; end of life issues; durable power of attorney and advance directives; communication with healthcare providers; Alzheimer's treatment; mobility changes; dietary needs and changes; dental care needs; and diabetes management, among others. House administrators, staff, and consultants will implement Person Centered Planning (PCP) strategies, Positive Behavioral Support (PBS) principles, and principles to problem-solve during potential crisis situations (i.e., Pro-Act). A "whole person" approach, which incorporates the physical, mental, behavioral, and social components of the adult's overall health, will be addressed. Additionally, the successful applicant will demonstrate the ability to manage long-term existing and increasingly challenging support needs associated with aging; as well as have strong connections to the local healthcare community.

The number of Direct Support Staffing hours will be determined during the design development process and will be related to the specific population being served in the home. The weekly staffing hours will be provided at no less than a 4i service level home.

Consultation and Specialized Supports

Specialized Residential Facilities are to provide and fund, at minimum, 20 hours of consultation per person, per six months (or 40 hours per year, per person). Consultation services may include direct services with each resident, staff training, and/or development of systems that benefit the entire residence. The types of consultants that may be used include, but are not limited to, a Registered Nurse (RN), Board Certified Behavior Analyst (BCBA), Dietician, Occupational Therapist (OT), Physical Therapist (PT), Licensed Marriage and Family Therapist (LMFT) and/or Licensed Clinical Social Worker (LCSW). Contracted consultants must meet the vendor requirements for the category of consultation they provide and be appropriate to meet the needs of the residents supported.

GOAL:

The development of residential services will provide a safe and supportive living environment for individuals requiring licensed care. The home will provide highly skilled staff and consultants to manage and sustain medical and personal care supports. Support needs will include diabetes management, special diets, regulating awake/sleep times, communication, skill enhancement/maintenance, and environmental adaptations, communication skills- including the use of augmentative and alternative communication devices, social relationships, emotional expression, and positive behaviors. Facility staff and consultants will collaborate with generic community supports (local health practitioners, local senior services, and County Mental Health) to ensure continuity of care across all client environments.

START UP FUNDING:

Startup funding is not available for applicants of this proposal.

RATE STRUCTURE:

Residential facilities developed under this RFP will have a Regional Center service code 113- Specialized Residential Facility. This service, under the 113-service code, requires the successful applicant to demonstrate a high level of skill and professionalism in the areas of supporting adults with disabilities (including Autism) through Positive Behavioral Supports, Person Centered Planning, and building and maintaining working relationships with other community agencies. RCRC and the successful applicant will conjointly determine the rate model for the specialized residential service.

PROPOSALS:

Interested parties are required to submit a proposal to RCRC. All proposals will be reviewed and scored by a team of evaluators selected by RCRC. Applicants who meet the proposal criteria will be invited to participate in an interview process. *Please submit an electronic copy via email to the appropriate Resource Manager listed below- be sure to confirm receipt by the appropriate Resource Manager once your proposal has been submitted.* **The DEADLINE for submission is OPEN UNTIL CLOSED.**

Submit Proposals to:

LAKE

Heath Birilli
Community Resource Manager
hbirilli@redwoodcoastrc.org

MENDOCINO

Cris Sookne
Community Resource Manager
csookne@redwoodcoastrc.org

HUMBOLDT

Jessica Moulton-Hadley
Family Home Agency Manager

DEL NORTE

Jerry Freitas
Community Service Manager

Proposals must include the following items:

Item	Points
A cover page listing applicant's name, address, phone number, and name of person preparing proposal if other than applicant.	Y/N
A description of applicant's education, experience, and ability to perform, with particular emphasis on experience related to supporting adults with developmental disabilities, who have increasingly challenging support needs due to factors of aging, behavior and/or medical needs.	10
A description of applicant's experience/knowledge of: a) Community Care Licensing and adult residential services b) Specialized supports (i.e., aging, behavioral, mental health) c) Health Care Plans d) Person Centered Planning e) Positive Behavior Support strategies, including modes of communication	40 5 10 5 10 10
A description of how your agency plans to recruit, train, and assure direct support staff and contractor stability.	10
A description regarding how your agency will build and maintain relationships with community agencies, applicable to the residents you propose to support, such as Redwood Coast Regional Center (RCRC), Area Agency on Aging (AAA), Community Care Licensing (CCL), local senior services provider agencies, health care providers, County Mental Health, family members, and other service providers, such as day/employment services.	10
A statement outlining the applicant's plan to serve diverse populations, including, 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.	10
A statement that describes the steps the applicant will take to ensure client safety and reduce the risk of individuals supported from being abused, both within and outside of the home.	10
A draft proposed budget for on-going services that includes but is not limited to: a) Sample staff schedule b) Consultation c) Housing costs d) Staff wages and benefits	10
TOTAL POINTS	100

ADDITIONAL REQUIREMENTS:

It is expected that applicants are familiar with both the Title 17 Regulations and Title 22 regulations. Please ensure that you are current on the regulations that apply to your specific project:

Title 17:

[https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=ID019AE405A2011EC8227000D3A7C4BC3&originationContext=documenttoc&transitionType=Default&contextData=\(sc.Default\)](https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=ID019AE405A2011EC8227000D3A7C4BC3&originationContext=documenttoc&transitionType=Default&contextData=(sc.Default))

Title 22:

<https://www.cdss.ca.gov/inforesources/letters-regulations/legislation-and-regulations/community-care-licensing-regulations/residential>

TIMELINE:

RFP Activity	Target Date
RFP Announced via website	January 1, 2024
RFP proposal submissions to RCRC	Ongoing
Evaluation of proposals by Selection Committee	Approximately 30 days following submission
Interviews with invited applicant(s) via Zoom Video Conference	Approximately 45 days following submission
Written notification of proposal acceptance or denial	Approximately 60 days following submission

****Panel Interviews typically take place between 9:30 a.m. to 11:30 a.m.****

SERVICE DESIGN:

If a proposal for the Specialized Residential is selected, the applicant will be required to develop a written Service Design, pursuant to California State regulations as delineated in Title 17, Title 22, and the Lanterman Act. Both Regional Center approval of the Service Design, as well as successful negotiation of a contract for services and licensure by Community Care Licensing, shall be a condition of vendorization.

The Service Design will be written after the completion of a formal orientation process with RCRC which will provide a forum for understanding the specialized support model based on the age population served. The Service Design must include service provision outcomes which result in individuals being successful in achieving stable and satisfactory lifestyles. The Service Design will include strategies that address each individual's preferred daily activities and support needs. The focus will be on individualized supports tailored for each person, and with the individual's participation, rather than having the individual "fit" into an existing "program." Strategies that will be used to structure the environment as needed by each individual include clear and known expectations and boundaries for all parties. Provisions for training and retaining stable staff must be incorporated in the Service Design.

TECHNICAL ASSISTANCE:

Please familiarize yourself with the attached Service Design Template prior to submitting any drafts. RCRC staff will provide the person(s) selected through the RFP

process with technical assistance as needed in developing and completing the Service Design.

This RFP is posted for multiple counties. As such, actual residential development needs vary by area. Before beginning work related to this RFP, please contact the designated Resource Manager regarding area-specific service needs.

LAKE

Heath Birilli
Community Resource Manager
hbirilli@redwoodcoastrc.org
707-462-3832 x

MENDOCINO

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csookne@redwoodcoastrc.org

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jmoulton@redwoodcoastrc.org

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RCRC reserves the right to withdraw this Request for Proposals (RFP) at any time without prior notice. Further, RCRC makes no representation that any agreement will be awarded to any applicant responding to this RFP. RCRC reserves the right to reject the proposal of any respondent who, in the opinion of RCRC, is not responsible or has previously failed to perform properly or is not in a position to operate within the service design.