

REQUEST FOR PROPOSAL

DATE: February 22, 2016

TO: All Interested Parties

FROM: Far Northern Regional Center (FNRC) Community Service Division

RE: Housing Services-Property Acquisition.

Development for Adult Residential Facility for Persons with Severe Health Care Needs

Awarded to California Housing Foundation on 4/7/16

The Far Northern Regional Center (FNRC) is a private nonprofit organization under contract with the California Department of Developmental Services (DDS). FNRC is part of a statewide network of 21 Regional Centers responsible for the coordination and development of service to meet the needs of people with developmental disabilities in Shasta, Butte, Tehama, Siskiyou, Modoc, Trinity, Glenn, Lassen and Plumas Counties.

This development is for an Adult Residential Facility for Person with Severe Health Care Needs (ARFPSHN), which provides 24 hour medical/nursing care and intensive supports in a home like setting pursuant to Welfare and Institution Code 4684.50. This facility will be licensed as an ARFPSHN, therefore the property must meet the standards for licensing by the Department of Social Services, State of California, Community care Licensing Division. This development would allow for individuals to reside in the least restrictive environment that promotes independence and provides a safe, predicable, nurturing environment while assuring the consumer's health and safety. FNRC has identified a need for this development to care for individuals who require intensive medical supports in a community residential setting.

FNRC is seeking a Non-Profit Housing Organization (NPO) to acquire/build a single family home, in Redding, CA, to care for individuals with intensive medical support needs. The home will be leased to a service provider and operate as an ARFPSHN. The service delivery provider will be selected through a separate Request for Proposal (RFP) process. The NPO will perform landlord duties and will have property management and maintenance responsibilities. The NPO will need to work closely with the service provider and FNRC to meet the requirement of Community Care Licensing in the development of this facility. **Please review Welfare & Institution Code 4684.5-4684.75 prior to submitting your proposal and address your understanding of the requirements for this development.**

This development would need to support five (5) individuals, in private bedrooms, with intensive medical care needs. The facility would serve consumers who are transitioning from State Developmental Centers or at risk of entering a developmental center from their current living arrangement. Individuals identified to be served by this home may have the following medical conditions: insulin dependent, gastrostomy, tracheostomy, ileostomy, renal dialysis, staphylococcus infection, medication regimes, usage of catheter, fecal impaction or

suppositories, wound care, suctioning, need for oxygen, ventilator or respirator and other potential intensive medical conditions requiring on going nursing and/or medical care. Individuals may have other special health conditions not specified. Individuals served will most likely have profound or severely cognitive impairments and requires total dependent care.

This housing development will require environmental modifications specific to the needs of the individuals to be served. Modification for this development may include widening hallways and doorways, installation of mechanical lifts, enlarging bathrooms, and other modified features to reduce health and safety risks for individuals who are medically fragile. The NPO will work closely with FNRC on the location and development/modifications of the home. Location should be considered understanding that individuals with complex medical conditions may require more physical space or close proximity to available medical services. Regional Center approval will be required before the sited is secured. The facility will be required to have a sprinkler system. The NPO will perform landlord duties and will have property management responsibilities. The NPO will need to work closely with the selected service provider and regional center to meet the requirements of Community Care Licensing and in development of the facility. The NPO will provide assistance and support to the Regional Center in meeting the DDS Housing Guideline reporting requirement for this development.

Prospective general property features should include:

- Private bedrooms
- Widening of hallways and doors
- Home fixtures to support individuals who have complex medical care needs.
- Windows to either be tempered proof or provided with protective coating
- Accessible showering system
- Generators, including power backup systems
- Built in track system
- A place for medication administration, meetings, staff documentation, etc.
- Flooring throughout the house should be easily cleanable
- ADA compliant
- Ample parking, including cover from weather elements
- Quite neighbor with low street traffic
- Close proximity to regional center day services
- Nearby medical facilities

Applicant will be responsible for the long term management and maintenance of the property. To ensure that this development are available for use by individuals served by Far Northern Regional Center, real estate deeds restrictions or restrictive covenants are required for the property purchased with these funds by the NPO. The deed restrictions or restrictive covenants must place specific limitation on the use of the property and guidelines set by Sate of California, Department of Developmental Services. The acquisition of properties will be developed in accordance with the Fiscal year 2015-16 housing guidelines (See Attachments) issued by the State of California, Department of Developmental Services.

The Non Profit Organization primary mission is to develop and manage accessible home for the needs of individuals with developmental disabilities. For the purpose of this project, the

applicant must be a registered NPO. Only applicants who have acquired, constructed, or renovated property for the use of special needs population for a minimum of two years, or have team members with at least 4 years of relevant experience, will be considered. Proposals will be considered from affordable housing providers who retain development team member with documented experience in real estate purchase, financing and renovation.

Non Profit Organizations must submit resumes of the development team, previous projects, and a narrative of proposed property ownership including acquisition, renovation, and maintenance. Information on plans for acquiring permanent financing, NPO Organization and financial document, an implementation and financing plan, and a sample reporting format must also be included.

The selected applicant will be required to provide a performance bond for all money advanced. Start up funding is available through FNRC's Community Placement Plan (CPP) funding. CPP provides services and resources to assist with moving individuals who reside at State Development Centers into the community, as well as assist individuals who are at risk of having to move into living settings outside of his or her home. Start up funding for the development is up to \$650,000.00.

All interested parties are required to submit a proposal to FNRC. Proposals should include:

- a) A letter listing the applicant's name, address, phone number.
- b) Copy of a recent Certificate of Status of Good Standing with the California Secretary of State for the NPO.
- c) Copy of the current Articles of Incorporation of the NPO
- d) List of current officers and board members
- e) Copy of last 3 years of financial statements of the NPO and a copy of the most recent financial audit
- f) List of NPO projects developed
- g) Description of the applicant's education, experience related to the field of developmental disabilities.
- h) Service model proposal to meet the healthcare needs of Regional Center consumers.
- i) Budget proposal for the development of this program. Estimate should be cost in pre-development, acquisition cost to include the leveraged funds, source of leveraged funds, development cost, etc.
- j) Provide a projected time line which shows a realistic progression through the project to completion

Please submit proposals to:

Kao Saechao
Far Northern Regional Center
Community Service Division
P.O.BOX 492418
Redding, CA 96049-2418
(530) 221-9546
Email: ksaechao@farnorthernrc.org

Application deadline: March 18, 2016

Applicants who meet the proposal criteria will be contacted and may be invited to participate in an interview process. Please contact Kao Saechao should you have any question(s) regarding this proposal.