

## REQUEST FOR PROPOSAL (RFP)

**DATE:** June 1, 2016

**TO:** All Interested Parties

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

**RE:** Housing Services-Property Acquisition  
Development for Specialized Residential Facility for Adults

### **Granted to California Housing Foundation on 6-23-16**

The Far Northern Regional Center (FNRC) is a private nonprofit organization under contract with the California Department of Developmental Services (DDS) to serve people with developmental disabilities as required by the Lanterman Developmental Disabilities Act. 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.

FNRC will use Community Placement Plan (CPP) funds to acquire and develop permanent accessible home in the community, owned by Non-Profit Organization (NPO) Housing Corporation, for the use of individuals at risk of moving into a more restrictive living arrangement or transitioning out of state developmental centers. FNRC is seeking proposals for the acquisition and development of a home to be licensed as a specialized residential facility, in Tehama County with a prospective NPO, for long term leases for a residential service provider vendor by FNRC. The prospective residential service provider will license the home, therefore the property must meet the standards for licensing by the Department of Social Services, State of California, and Community Care Licensing Division, as an adult residential facility. Although not required, it would be beneficial if the home can support individuals who are considered non-ambulatory.

Location and certain modification of the home will be taken into consideration as this development will support individuals with psychiatric and behavioral challenges, engage in emotional outburst, yelling, biting, property destruction, self injury behaviors, other maladaptive behaviors, physical/verbal aggression, have extensive self care needs deficits, mental health/medical needs and/or non-ambulatory, history of forensic involvement, substance abuse or nicotine addiction, potential fire starting tendency, and selected eating disorders.

Prospective general property features should include:

- Private bedrooms
- Home fixtures are durable and easily to clean
- Thoughtfully designed and locked storage throughout the home
- Fenced backyard

- ADA compliant should the home have non-ambulatory designated beds
- Ample parking
- Quiet neighbor with low street traffic
- Within reasonable distance 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 State of California, Department of Developmental Services. The acquisition of properties will be developed in accordance with the Fiscal year 2015-16 housing guidelines (Attachment A) 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 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. The cost of the bond will be acceptable start up cost. Start up funding is available for this proposal for acquisition/rehabilitation, up to \$250,000.00 dollars (based on actual costs), for the successful applicant to develop this new service.

All interested parties are required to submit a proposal to FNRC. The proposal must include:

1. A cover page listing the applicant information (NPO Organization, address, phone number, name of person preparing the proposal if other than the applicant.
2. A description of applicant's mission statement, experience related to the field of developmental disabilities and similar projects, and ability to complete the project.
3. Organizational documentation. See Attachment A for listing of the required documentations.
4. Description of applicant's purpose/intention in developing a facility and proposed, including the work plan/timelines.
5. Budget for start up and on-going cost, showing reasonable costs of this development, financial standings with 3 years of audited financial statements.

6. A statement of applicant's goals and expected outcomes in establishing residential services.

Please submit a hardcopy proposal, the original plus five (5) copies, to Far Northern Regional Center. All proposals received by the deadline will be reviewed and scored by evaluators selected by FNRC. Applicants who meet the proposal criteria may be invited to participate in an interview process.

Please submit proposals to:

Kao Saechao  
Community Service Division  
Far Northern Regional Center  
(530) 221-9546  
Email: [ksaechao@farnorthernrc.org](mailto:ksaechao@farnorthernrc.org)

**Deadline for submission of proposal is.....6/17/16**

\*FNRC reserves the right to withdraw this RFP at any time without prior notice. Furthermore, FNRC makes no representation that any agreement will be awarded to any applicant responding to this RFP. FNRC reserves the right to reject the proposal of any respondent who, in the opinion of FNRC, is no responsible or has previously failed to perform to FNRC standards.