

## REQUEST FOR PROPOSAL

**DATE:** April 28, 2022

**TO:** All Interested Parties

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

**RE:** Request for the development of transportation services

### **AWARDED TO IMPACT SOLUTIONS, INC. ON 6/6/22**

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 services to meet the needs of people with developmental disabilities in Shasta, Butte, Tehama, Siskiyou, Modoc, Trinity, Glenn, Lassen and Plumas Counties.

Far Northern Regional Center (FNRC) is seeking an agency to provide transportation and transportation assistant services to consumers, with developmental disabilities, who reside in Siskiyou County and its surrounding areas. Consumers transported may require direct supervision, need assistance due to medical care needs, which may include mobility deficient and the usage of medical devices/equipment. At times, consumer may need to be monitored during transport due to behavioral challenges.

Transportation will include transporting consumers to and from their place of residence to day programs, employment sites, attending medical/personal appointment, or related Independent Living Services (ILS) or Community Activities Support Services (CASS) functions. At times, transportation service may require the applicant to provide an attendant to address consumer needs during the transport. Aside from providing transportation services on weekdays, this service may involve weekends and holidays. In addition, services may need to be provided outside of the typical 8am-5pm working hours. Services shall be provided on days and times as specified by FNRC and around consumer support needs.

The applicant selected to establish and provide transportation services will work closely with FNRC to coordinate services and to assure health and safety of consumers are in place during time of service.

Prospective applicant must furnish labor, vehicles, insurances, materials, supplies and special equipment as requested to provide the transportation as described. Applicant must have experience in providing transportation or support services to individuals with developmental disabilities, including individuals with a history of behavioral needs/concerns. Proposal should address how supervision will be provided during transport, how negative behavior will be managed to maintain the welfare and safety of other passengers. It should be noted in the

proposal that assuring consumer health/safety is the responsibility of the driver and/or assistant. The applicant shall have sufficient number of qualified staff, including the ability to pass background checks, possess the required licenses and insurances as it pertains to transportation services.

The start up fund for the development of this transportation service will be up to \$75,000.00 dollars (based on actual costs) for the successful applicant. The successful applicant will be vendored according to standards set by the Department of Developmental Services (DDS). On-going rate for service will be determined based on cost and rate structures set by DDS as it relates to transportation services.

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

1. A cover page listing the applicant's name, address, phone number, name of person preparing the proposal if other than the applicant.
2. A description of applicant's education and experience in the field of developmental disabilities, similar projects, and financial ability to develop this service component.
3. Budget for start up cost, showing realistic costs of operating such program as required by this proposal. Applicant should provide an estimated cost for on-going transportation services to support clients in or near Siskiyou County.
4. Description of current available fleets or vehicles that will be obtain for utilization.
5. A statement of applicant's goals and expected outcomes in providing transportation service to FNRC consumers.
5. A description of how applicant will assess the level of support required to meet the consumer's safety during time of transport.
6. A statement of how applicant will plan for staff recruitment, stability and training to properly support consumers.
7. Information on how applicant will promote equity and diversity to support diverse families within the proposed service area as it relates to transportation 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.

Preference will be given to the most qualified applicant who is willing to collaborate with FNRC in meeting each individual transportation/support need.

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.....5/13/22 prior to 4pm.**

\*FNRC reserves the right to withdraw this Request for Proposal (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.