

REQUEST FOR PROPOSAL

DATE: February 29, 2024

TO: All Interested Parties

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

RE: Housing Services-Property Acquisition and Rehabilitation of single family home Development of a licensed residential facility for children.

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.

Following Community Placement Plan (CPP) guidelines for fiscal year 2023-24, FNRC will use CPP funds to acquire and develop a single family home for development of a licensed children's facility. The home will be use for supporting FNRC clients at risk of moving into a more restrictive environment or transitioning out of other state operated facilities. The home will provide 24-hour nonmedical care to individuals needing behavioral supports needs and supervision in a homelike setting. The home must be licensed as an children's facility, 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 individuals to reside in the least restrictive environment that promotes independence and provides a safe, predicable, nurturing environment while assuring the client's health and safety. FNRC has identified a need for these developments to care for individuals who require intensive behavioral support in a community residential setting.

FNRC is seeking a Housing Developer Organization (HDO) to acquire/renovate/build a single family home to develop as a licensed residential facility for children, in FNRC's service catchment area, for long term leases for a residential service provider vendor by FNRC. The home will be leased to a selected serve provider and operate as licensed residential facility for children. The service delivery provider will be selected through a separate Request for Proposal (RFP) process. The HDO will perform landlord duties and will have property management and maintenance responsibilities. 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 a children residential facility. The HDO 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. 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/or 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 and flooring should be durable and easily to clean
- Thoughtfully designed and locked storage throughout the home
- Tempered proof windows
- Hardening of wall structures
- Location for medication administration, meetings, staff documentations, etc.
- Fenced backyard
- ADA compliant should the home have non-ambulatory designated beds
- Ample parking
- Quite 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 this development is 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 state funds by the HDO. The deed restrictions or restrictive covenants must place specific limitation on the use of the property and meet guidelines set by State of California, Department of Developmental Services. The acquisition of properties will be developed in accordance with the Fiscal year 2023-24 housing guidelines issued by the State of California, Department of Developmental Services.

The HDO 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 HDO and approved by California Department of Developmental Services. 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.

HDO 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, HDO 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. Start up funding for this development is at up to \$400,000.00 (\$300,000.00 for acquisition and \$100,000.00 for rehabilitation). Usage of the start funds are subject to DDS set housing development guidelines, including meeting allowable amount thresholds set for acquisition and renovations.

All interested parties are required to submit a proposal to FNRC. The proposal must 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 HDO.
- c) Copy of the current Articles of Incorporation of the HDO
- d) List of current officers and board members
- e) Copy of last 3 years of financial statements of the HDO and a copy of the most recent financial audit.
- f) List of HDO 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
- k) Any additional information that the applicant deems relevant to issues of equity and diversity.

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

Application deadline: March 22, 2024 by 4pm.

*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.