

Golden Gate Regional Center & San Andreas Regional Center

REQUEST FOR PROPOSALS

Community Placement Plan Fiscal Year 2016-2017

Annually, Golden Gate Regional Center (GGRC) and San Andreas Regional Center (SARC) receive funds from the Department of Developmental Services to develop a Community Placement Plan (CPP). The goal of the FY 2016-2017 CPP is to enhance services in the community to support individuals who either wish to move from a state developmental center, locked mental health facility, or out-of-state residence into their home community, or who are at risk for admission to an institutional setting. The philosophy of the CPP is consistent with the 1999 Olmstead decision that determined that the state shall eliminate unnecessary segregation of persons with disabilities and ensure that they receive services in the most integrated setting appropriate to their needs. For further information regarding the core values that guide the work and direction of GGRC, applicants may refer to GGRC's Policy Guidelines located at <http://www.ggrc.org>. For further information regarding the core values that guide the work and direction of SARC, applicants may refer to SARC's Policy Guidelines located at www.sarc.org/

PROJECT INFORMATION

GGRC and SARC are planning to develop the following project:

Project – 2 (Two) Community Crisis Homes (CCH)

The intent of this project is to establish two licensed homes with an administrator, staff and consultants skilled to provide crisis intervention and stabilization to those individuals at risk for placement in more secure settings including local psychiatric hospitals and Institutions for Mental Disease (IMD). This home will provide behavior intervention, replacement strategies and coping skills necessary to maintain stability in the community and transition into a less restrictive environment. These homes will support 4 adults in crisis with severe challenging behaviors, such as but not limited to: aggression, assault, self-injury, property destruction, and running or wandering away. Staff must be able to implement behavior plans and mental health treatment plans and the program must include specialized consultants such as a BCBA or other comparable professionals. The individuals who will be supported are community residents who have been unsuccessful in other behavioral programs and are at risk for placement in an institutional setting.



These homes will be developed under existing and any forthcoming regulations per the Department of Developmental Services (DDS) requirements and will be certified by DDS (CA Welfare and Institutions Code Section 4698 – 4698.1). The home must include four single bedrooms, be wheelchair accessible and have a vehicle for transportation of the residents to appointments, outings and day programs as needed.

This program will also be vendored for additional day support services should any resident require a non-traditional day program. The reimbursement rate for this home will be negotiated, based on the actual costs of providing quality services for each resident. Individual rates shall include staffing, consultants, and food costs and incidentals incurred on a per-resident basis, to be negotiated based on the needs of each individual and can be re-negotiated if the needs of the individual change. Facility rates shall include the lease and constant operation, and shall be funded on an ongoing basis from the time of the first placement. A housing entity will purchase, remodel, and retain ownership of the home, per GGRC and SARC’s Fiscal Year 2016-2017 Housing Plan. One home will be located in San Mateo County. One home will be located in San Andreas Regional Centers’ catchment area, possibly in Santa Clara County. Individual and facility rates:

Provider Start-up Funding:	\$150,000 for each home
Reimbursement Rate:	To be negotiated

RFP INSTRUCTIONS

The following must be submitted in order to be considered a complete application packet:

Application Packet Guidelines:

- All Application Packets must be complete for consideration by the RFP Review Committee. Any application that does not adhere to the format guidelines or informational content will not proceed in the screening process.
- You may apply for more than one project but each project must have a separate application.
- 1” margins
- 12 point font
- Faxed or emailed applications will not be accepted.
- **15 collated and stapled copies** of the complete Application Packet **must be received by 5:00 p.m. on Tuesday March 21st, 2017 in GGRC’s San Rafael, San Francisco or San Mateo office.**

Application Packet Checklist:

1. Cover Sheet (one page maximum; please use attached form)
2. Project Description (maximum of three pages)
 - a. Name of administrator
 - b. Name/titles of consultants and how they will be used
 - c. Description of services to be provided
 - d. Where and how the services will be provided
 - e. Unique features of the program
 - f. Description of how consumers will benefit
 - g. Time table of objectives to be accomplished during start up phase, which will begin **May 22nd, 2017.**
3. Budget Information (one page maximum for each)
 - a. Start-up Budget
 - b. Ongoing Budget
4. Applicant(s) Information
 - a. Resumes with detailed description of experience with target population (e.g. types/service levels of programs and position in each program). Please include resumes of applicant(s), administrator(s), and consultants.
 - b. How would you balance your future project with your current job and/or existing responsibilities?
 - c. Summary of current finances detailing all assets and liabilities that demonstrates ability to meet Community Care Licensing fiscal requirements
 - d. Answers to Supplemental Questions

RFP Supplemental Questions

1. How many residential and day programs do you currently work in? What is your role in each?

2. How many programs do you have currently in development? Please provide location and type of program, as well as anticipated completion date of the project.

Please mail or deliver completed Application Packet(s) to:

RFP Review Committee

Golden Gate Regional Center
1355 Market Street, Suite 220
San Francisco, CA 94103

Or

Golden Gate Regional Center
3130 La Selva Street, Suite 202
San Mateo, CA 94403

Or

Golden Gate Regional Center
4000 Civic Center Drive, Suite 310
San Rafael, CA 94903

RFP Process Timeline

Technical Briefing: (San Mateo Office)	Tuesday, February 21 st , 2017 10 am - 12 pm
Application Packets due:	Tuesday, March 21 st 2017 By 5:00 p.m.
Interviews:	Tuesday, May 2 nd , 2017 10:00 am

*RFP Application will be posted on GGRC's website (www.ggrc.org) on
Thursday, February 2nd 2017*



EVALUATION OF PROPOSALS

Proposals will be evaluated by a committee consisting of individuals who do not have a conflict of interest with the projects. The committee may include individuals supported by GGRC and members of their family, GGRC staff, and employees of the Regional Project at Sonoma Developmental Center, Area Board 5, and Health Plan of San Mateo.

The evaluation will be based on an analysis using the following criteria as applicable to each project:

1. The administrator and consultants must have a successful record of providing services for at least two years with the target population.
2. The organizational structure appears to be solid and demonstrates the ability to closely develop and administer services within the local area.
3. There is an indication of cooperative working relationships with other service providers.
4. Proposed service corresponds to the needs identified in the Request for Proposals and to the population to be supported. Entry criteria are specified and demonstrate an awareness of the needs of the target population.
5. Skills to be taught to consumers are explicitly stated, as well as curriculum content and methods to promote community integration and increased independence for consumers. A commitment to individualized programming is evident.
6. Programming/teaching methods are clearly identified, clinically sound, and reflect consumer choices.
7. Timetable of objectives clearly identifies the steps involved in obtaining licensure, certification and vendorization, as needed. Objectives of the proposal are in sequence, measurable, time-limited, and achievable within one year of being awarded the project.
8.
 - (a) Projected start-up budget is specific and realistic.
 - (b) On-going operating costs are explicit and realistic.
 - (c) There is evidence of fiscal stability.
9. The proposed site, if applicable, appears to be appropriate as to size, configuration, and location.



Golden Gate Regional Center
Supporting people with developmental disabilities since 1966



**Golden Gate Regional Center / San Andreas Regional Center
2016/2017 Community Placement Plan
Request for Proposal**

COVER SHEET

Project Number/Description: _____

Candidate Name: _____

Address: _____

E-mail Address: _____

Phone Number(s): _____

Fax Number: _____