

**SOUTH CENTRAL LOS ANGELES REGIONAL CENTER
(SCLARC)**



**Request of Proposals
(RFP)**

**Fiscal Year 2022-23
Community Placement Plan (CPP) &
Community Resource Development Plan (CRDP)
Start-Up Projects**

South Central Los Angeles Regional Center (SCLARC) works collaboratively with the Department of Developmental Services (DDS) to develop community living options for individuals.

PROJECT NUMBER: SCLARC FY 2223-1: HOUSING DEVELOPMENT ORGANIZATION (HDO).

The Housing Development Organization's (HDO) primary mission is to develop and manage accessible homes for the needs of individuals with developmental disabilities. For the purposes of these projects, the applicant must be a registered HDO (or indicate intent to create a Non-Profit Organization registered as an IRS 501(c) (3) corporation), limited liability company, or limited partnership that will own the properties through the HDO as a managing general partner who receives and retains an Organizational Clearance Certificate for the project(s) from the California Board of Equalization in order to be exempt from property taxes. Only applicants who have acquired, constructed, or renovated property for the use of special needs populations for a minimum of two years, or have team members with at least 4 years of relevant experience, will be considered. Applicants must possess qualifications as specified in this RFP. Proposals will be considered from affordable housing providers who retain development team members with documented experience in real estate purchase, financing and renovation.

HDO must submit the resumes of the development team, a summary of past projects, and a narrative of proposed property ownership including acquisition, renovation, and maintenance. Information on plans for acquiring permanent financing, HDO and financial documentation, 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 an acceptable start-up cost (See **Supplemental Information Attachment 1** for further Details).

Start up: Up to \$50,000.00

Geographic Location of Office: Los Angeles (SCLARC catchment area) - cities of Bell, Bell Gardens, Maywood, Paramount, Cudahy, Downey, Huntington Park South Gate, Compton, Lynwood, Gardena, Vernon and Carson as well as the South Los Angeles area, including the communities of Watts, Crenshaw, Hyde Park, Leimert Park, View Park and Baldwin Hills.

Development Timeline: Lease of office location signed prior to release of any start up.

PROJECT NUMBER: SCLARC FY 2223-6: ADULT RESIDENTIAL FACILITY FOR PERSONS WITH SPECIALIZED HEALTHCARE NEEDS (ARFPSHN).

Service Provider to operate a home owned by the HDO. The ARFPSHN is an adult residential facility that provides 24-hour health care and intensive support services in a homelike setting licensed by Community Care Licensing, certified by DDS, and vendored by Regional Centers (Also known as 962/853 homes).

See **Supplemental Information Attachment 2** for further details.

Acquisition: Up to \$300,000 based on HDO approval

Renovation: Up to \$400,000 based on HDO approval

Service Provider Startup: TBD -Pending DDS Approval

Geographic Location: Los Angeles (SCLARC catchment area) - cities of Bell, Bell Gardens, Maywood, Paramount, Cudahy, Downey, Huntington Park South Gate, Compton, Lynwood, Gardena, Vernon and Carson as well as the South Los Angeles area, including the communities of Watts, Crenshaw, Hyde Park, Leimert Park, View Park and Baldwin Hills.

Development Timeline: Home should be completed six (6) months after closed of escrow.

PROJECT NUMBER SCLARC FY 2223-2; 2223-3; 2223-4; 2223-5: INTERMEDIATE CARE FACILITY (ICF-DDN; ICF-DDH); RESIDENTIAL FACILITY FOR THE ELDERLY; AND ARFPSHN-B (Pending on DDS approval):

Service Provider to operate a home(s) owned by the HDO.

See **Supplemental Information Attachment 2** for further details.

Definitions:

1. *Intermediate Care Facilities for Individuals with Intellectual Disabilities (ICF/IID)* are health facilities licensed by the Licensing and Certification Division of the California Department of Public Health to provide 24-hour-per-day residential services. The following provides information for developing a program plan for these facilities types.

ICF/DD-H – Intermediate Care Facility for the Developmentally Disabled-Habilitative

ICF/DD-N – Intermediate Care Facility for the Developmentally Disabled-Nursing

Title 22, California Code of Regulations, requires that a facility Program Plan be submitted to the Department of Developmental Services for review and approval prior to California Department of Public Health issuing a license to operate.

2. *Residential Care Facilities for the Elderly (RCFE)* must meet licensure and certification requirements set forth by the Department of Social Services, Community Care Licensing (CCL). RCFE are responsible for providing Assisted Living Waiver (ALW) services to participants, allowing them to maintain independence and continue to receive nursing level of care as needed.

3. *Adult Residential Facility for Persons for Specialized Healthcare Needs – Behavior (ARFPSHN-B)* is an adult residential facility that provides 24-hour health care and intensive support services in a homelike setting licensed by Community Care Licensing, certified by DDS, and vendored by Regional Centers (Also known as 962/853 homes).

Acquisition: by the HDO and TBD pending DDS approval

Renovation: by the HDO and TBD pending DDS approval

Service Provider Startup: TBD -Pending DDS Approval

Geographic Location: Los Angeles (SCLARC catchment area) - cities of Bell, Bell Gardens, Maywood, Paramount, Cudahy, Downey, Huntington Park South Gate, Compton, Lynwood, Gardena, Vernon and Carson as well as the South Los Angeles area, including the communities of Watts, Crenshaw, Hyde Park, Leimert Park, View Park and Baldwin Hills.

Development Timeline: Home should be completed six (6) months after closed of escrow.

CONSIDERATIONS

1. The reimbursement and/or reimbursement for on-going services will be negotiated, based on the applicant's budget and/or median rate limitations. The applicant chosen must agree to accept consumers identified by SCLARC for services.
2. Funding is contingent upon funding from the Department of Developmental Services.
3. Sample Specifications for Physical Plant:
 - Adhere to Department of Developmental Services (DDS) and Community Placement Plan (CPP) housing guidelines, ARFPSHN, and EBHS requirements/ features such as generator and tracking systems.
 - ADA compliant exist, and non-ambulatory clearance.
 - With access to adequate community resources as identified by SCLARC.
 - Create privacy buffers between adjacent neighbors through fencing (anti-climb) and thoughtful landscaping that adds residential beauty and maximizes resident safety.
 - Common areas that promote interaction. Multiple interior and exterior common areas are preferred, including private space to visit with family and friends.
 - Fully fenced and private yard or outdoor space for individuals to safely be outside for relaxing, socializing, and physical fitness.
 - Private bedrooms for individuals that allow for storage of personal items and décor.
 - Finishes and fixtures that are durable and easily cleaned; utilize ligature resistant fixtures where needs are identified.
 - Installation of an emergency backup power generator capable of powering essential elements of the home such as interior and exterior lighting, kitchen appliances, delayed egress devices, one common area television, landline telephone, and common area computer.
 - Interior doors to have soft-closing hinges. This avoids slamming doors, injuries, loud sounds, etc.
 - Soundproofing windows utilizing quadruple pane windows or Plexiglas insert.
 - All windows to either be tempered or provided with a protective polymeric glass coating.
 - Hardened walls through the use of 3/4" drywall, PVC protective wall paneling, acoustically enhanced gypsum board, etc.
 - Softened walls for residents with self-injurious behaviors through partial or full wall modular panel systems, and rounded corners (if applicable).
 - Maintain an open floor plan with maximum line of sight from/to Kitchen, common areas, and any staff work areas.
 - Fiberglass doors and metal knock down frames.
 - Thoughtfully designed and locked storage throughout home, specifically at bathrooms, kitchen and laundry.

APPLICANT INELIGIBILITY

The following agencies or individuals are not eligible for this development award:

1. The State of California, its officers or its employees;
2. A regional center, its employees, and their immediate family members;
3. Area Board members, their employees or their immediate family members;
4. Any settlement in lieu of conviction.

SELECTION PROCESS

All proposals received by the deadline will undergo a preliminary screening. Late or incomplete applications will not be accepted for review and rating. The Proposal Review Committee will be selected by SCLARC. Proposals will be reviewed for completeness, applicant experience and fiscal stability, resources of applicant, reasonableness of costs, and ability of applicant to identify and achieve outcomes of property acquisition and renovation. The final decision of the Proposal Review Committee shall be approved by the Executive Director and is not subject to appeal. All applicants will receive notification of SCLARC's decision regarding their proposal.

This Committee will review, score, rank and prioritize the proposals. Applicant’s proposals may be rejected for inconsistency with state and federal guidelines, failure to follow RFP instructions, incomplete documents, or failure to submit required documents. In addition to evaluation on the merit of the proposal, applicants will be evaluated and selected based on previous performance (including the timely completion of projects, a history of cooperative work with the regional center or other funders, and a track record consistent with established timelines for development).

CONTENT OF PROPOSAL

1. Proposals must be typed on standard white paper using standard size font (12) and include a table of contents and page numbering. For items that request conditional information, provide a statement whether or not it applies to the applicant in order to verify that it has been addressed.
2. Proposals for HDO must meet the requirements found in the **Supplemental Information Attachment 1**.
3. Proposals for Service Providers must meet the requirements found in the **Supplemental Information Attachment 2**.

RIGHTS AND RESERVATIONS

- SCLARC reserves the right to reject any or all proposals received as a result of this Request of Proposal or to negotiate separately with any contractor when it is determined to be in the best interest of SCLARC;
- SCLARC reserves the right to select any one of the finalists interviewed regardless of the Request of Proposal score;
- SCLARC’s decision will be final in any manner of interpretation of the Request of Proposal.

REQUEST OF PROPOSAL SUBMISSION AND REVIEW PROCESS

❖ Publish Date:	March 3, 2023
❖ Information Meeting:	March 15, 2023 at 4pm to 5pm
Join Zoom Meeting:	
https://us06web.zoom.us/j/84180899060?pwd=RUpGUhA	
Meeting ID: 841 8089 9060	
Passcode: 857774	
❖ Request of Proposal Due Date:	April 24, 2023 at 4pm
❖ Committee Review, Interviews and Recommendation:	May 2023
❖ Executive Director Approval:	May 2023
❖ Contract Sign by all parties:	June 30, 2023
❖ Services to Begin:	January 2024