

REQUEST FOR PROPOSALS
Community Placement Plan (CPP)-
Community Resource Development Plan (CRDP)
Fiscal Year 2025-2026
Community Crisis Home

North Bay Regional Center (NBRC) is a community-based, private non-profit corporation that is funded by the State of California to serve people with developmental disabilities as required by the Lanterman Developmental Disabilities Act. North Bay Regional Center is one of 21 Regional Centers throughout California serving individuals and their families who reside within Napa, Solano, and Sonoma Counties. NBRC receives funds from the Department of Developmental Services (DDS) to develop a Community Placement Plan (CPP)/Community Resource Development Plan (CRDP).

NBRC is happy to announce our CPP/CRDP (FY2025-2026) has been approved by DDS to award Startup Funds for the projects below:

1. Residential Service provider funding for **Community Crisis Home (CCH)**
2. Residential Service provider funding for **Community Crisis Home (CCH)**

The philosophy of the CPP/CRDP 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.

Please Note: Both of these projects are existing operating Community Crisis Homes. The selected applicants will be replacing the existing service provider. Due to this, timeliness for the development of these projects will be accelerated.

BE SURE TO REVIEW ALL DEADLINE DATES

NO EXCEPTIONS WILL BE GRANTED!

Proposals submitted after the indicated time will not be considered

RFP Instructions and important dates can be found in the following pages.

QUESTIONS:

Please see TECHNICAL BRIEFING Dates

EMAIL: rfp@nbrc.net

NBRC and DDS reserve the right to withdraw this RFP and/or disqualify any proposal which does not adhere to the RFP guidelines.

NBRC RFP 2026

DEFINITIONS PAGE:

- **CCL:** Community Care Licensing
- **CCH:** Community Crisis Home
- **DE:** Delayed Egress
- **DSS:** Department of Social Services; CCL is a department of DSS
- **DDS:** Department of Developmental Services
- **EBSH:** Enhanced Behavioral Supports Home
- **Housing Developer Organizations (HDO)**
North Bay Regional Center will contract with an established non-profit housing agency to develop permanent housing through the “Buy It Once Model”, where HDO’s purchase residential properties that will be used exclusively by Regional Center consumers in perpetuity
- **SERVICE PROVIDERS:** NBRC will contract with Service Providers to provide residential care in the home owned by the Housing Developer Organizations (HDO).

NBRC RFP INSTRUCTIONS

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

Application Packet Guidelines:

- ✓ Must be completed for consideration by the RFP Review Committee.
- ✓ A Proposal that does not adhere to the format guidelines or informational content will not proceed in the screening process.
- ✓ **Submit 1 (ONE) RFP Proposal Packet in a PDF format to: RFP@nbrc.net**
- ✓ A RFP packet can be submitted beginning **January 16th through February 6th, 2026.**

All fill in forms are available electronically at [Requests for Proposals - North Bay Regional Center](#)

Application Packet Checklist:

1. [Cover Sheet](#): (please use NBRC Template)
2. [Project Description](#)
 - ❖ Name of Community Crisis Home qualified administrator that will be operating the program
 - ❖ Name/titles of qualified consultants including a Qualified Behavior Modification Professional and how they will be used
 - ❖ A brief description of the program's philosophy and values, including description of the program's continuous quality improvement
 - ❖ Description of services to be provided, including how the program will serve a culturally and linguistically diverse population
 - ❖ Provide the agency mission, vision, and value statements related to proposed project
 - ❖ Where and how the services will be provided
 - ❖ Unique features of the program
 - ❖ Description of how individuals served will benefit
 - ❖ Timetable (accelerated) of objectives to start services
3. Budget Information_(please use NBRC Template)
 - a) [Start-up Budget](#)
 - b) [Financial Statement](#)
 - c) [DS6023](#) with attached description of costs detailed
4. [Applicant\(s\) Information](#)

Please include resumes of the qualifying individuals involved in the proposed project. Resumes must address experience with the target population (e.g. types/service levels of programs and position in each program). **Please do not attach copies of awards, certificates of training or degrees.**
5. Supplemental Narrative:
 - a) What plans do you have in place to balance the future project(s) with NBRC and your current job and/or existing responsibilities? (maximum 1 page)
 - b) List of all regional center vendored services including location, type of service and vendor numbers.
 - c) An organizational chart demonstrating the various programs your organization operates and how this proposed project would fit into this chart

Assumptions and Agreements

- ✓ Applicants applying that are current NBRC vendor must be in compliance with CPA audit per Section 4652.5 Welfare & Institutions Code.
- ✓ Proposals will not be returned to the submitter. NBRC reserves the right to dismiss any proposal if it does not meet the criteria established in this RFP.
- ✓ Applicants applying to more than one project must submit separate proposals for each project.

RFP Q&A Information

Explanation of RFP Process and Timelines	
Technical Briefing	<p>Friday, January 23rd @ 1:00 PM</p> <p>Technical Briefing Meeting will be held via <u>ZOOM</u></p> <p>(Zoom invitations will be sent out separately to all interested candidates who register)</p> <p>To register please submit a request to participate @ RFP@nbrc.net</p>

If you are selected for an interview

- **Announcement of those proposals moving to interview phase:**
Qualifying applicants will be contacted and invited in to interview on selected interview dates listed below.

Interviews	<p>Interviews will be held via <u>Zoom</u> on the date listed below:</p> <p style="text-align: center;"><i>Friday, February 13th, 2026</i></p> <p style="text-align: center;"><i>❖ Interview times begin @ 9:00am and will be scheduled throughout the day</i></p> <p style="text-align: center;"><i>*If you are scheduled for an interview please be prepared to accept your selected interview appointment</i></p>
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Selection Notification	Week of: February 23rd, 2026
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EVALUATION OF PROPOSALS

Proposals will be evaluated and graded on a scoring system by a committee consisting of individuals who do not have a conflict of interest with the projects. The committee may include individuals supported by North Bay Regional Center (NBRC) and members of their family, NBRC staff and employees of the California State Council on Developmental Disabilities or the Department of Developmental Services. Scoring of proposals will be based on the below:

1. Complete Request for Proposal (RFP) packet that is clear and thorough and meets all requirements listed in the NBRC RFP Instructions.
 - RFP should include an identified individual/company with a successful record of providing services for at least two years with the target population,
 - Proposal identifies a qualified administrator and Qualified Behavior Modification Professional based on Title 17 §59004 and § 59000(a)(36).
 - Timetable of objectives clearly identifies the steps involved from entering a contract to accepting the first resident into the home.
 - Organizational structure demonstrates the ability to closely develop and administer services within the regional center's catchment area.

2. Description of proposed services corresponds to the needs identified in the RFP and address the points outlined in the project description that will support the target population to be served. Please be sure to address below areas in the submitted proposal.
 - Proposal identifies unique features of the proposed program/services
 - Proposal outlines outcomes of the proposed service of the target population participating in the program and how achievement of outcomes will be measured
 - Proposal to describe the assessment and planning process for the startup of the project.
 - Proposal describes the agency's plan for evaluating program services and a plan for quality improvement
 - A statement outlining agency plans to serve diverse clients, including, but not limited to, culturally and linguistically diverse clients. Provide examples of your commitment to addressing the needs of those diverse clients. Include any additional information that you deem relevant to issues of equity and diversity
 - Proposal includes and promotes increased independence for consumers

3. Oral Interview: RFP candidates will also be scored on the ability to communicate and articulate in a professional manner, and be able to express their vision, knowledge and experience regarding the proposed service.

*Board members and employees of regional centers are prohibited from submitting proposals.
Refer to Title 17 regulations, Section 54314 for a complete list of ineligible applicants.*

Application Package(s) must be correctly formatyed an emailed to: RFP@nbrc.net

Accepting RFP packages	January 16th through February 6th, 2026 by 5pm
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North Bay Regional Center
 Community Placement Plan (CPP) / Community Resource Development Plan (CRDP)
2026 Request for Proposal

Project: 2526-9	Residential Service Provider: Community Crisis Home (CCH)
Service Need:	Adult
Service Area:	Solano County
Number Served:	4 people (private rooms)
Start-up Funding:	\$ 101,500
Reimbursement rate:	Rates Negotiable

The expectation is that this home will:

It is the expectation that the proposed program will:

- Have an administrator with expertise in working with adult with developmental and intellectual disabilities with severe behaviors such as: self- injury, physical aggression, verbal outbursts, property destruction, maladaptive sexual behaviors, and AWOL tendencies.
- Administrator to work closely with consultants to develop, train and implement behavior plans for individuals with challenging behaviors
- Ability to understand and implement Title 17 Division 2 Chapter 3 Subchapter 23
- Provide 24-hour care to adults served by the regional center who require intensive services and supports due to challenging behaviors that cannot be managed in a community setting without the availability of enhanced behavioral services and supports.
- Emphasize person-centered planning, community access and community integration
- Provide culturally competent services including services in an individual's preferred language.
- Coordinate and supervise a team of specialized consultants including but not limited to: a Psychologist, Board Certified Behavioral Analyst (BCBA), Psychiatrist, Nutritionist, Occupational Therapist and Physical Therapist
- Support and train staff as Registered Behavior Technicians, which shall include assistance in obtaining a 40-hour training class that shall include ongoing supervision by a BCBA.
- Pay direct care staff competitive wages
- Be knowledgeable of de-escalation techniques which preserve dignity and respect of clients.
- Ensure staff will be trained and qualified to oversee medication management and stabilization
- Develop positive relationships with NBRC, Vendors and community resources.
- Responsible to provide transportation for residents if needed
- Become Licensed by Community Care Licensing as an Adult Residential Facility (ARF)
- Complete vendorization process with Regional Center and certification process with the Department of Developmental Services

*****The home is identified for this project*****

Project: 2526-10	Residential Service Provider: Community Crisis Home (CCH)
Service Need:	Adult
Service Area:	Solano County
Number Served:	4 people (private rooms)
Start-up Funding:	\$ 101,000
Reimbursement rate:	Rates Negotiable

The expectation is that this home will:

It is the expectation that the proposed program will:

- Have an administrator with expertise in working with adult with developmental and intellectual disabilities with severe behaviors such as: self- injury, physical aggression, verbal outbursts, property destruction, maladaptive sexual behaviors, and AWOL tendencies.
- Administrator to work closely with consultants to develop, train and implement behavior plans for individuals with challenging behaviors
- Provide 24-hour care to adults served by the regional center who require intensive services and supports due to challenging behaviors that cannot be managed in a community setting without the availability of enhanced behavioral services and supports.
- Ability to understand and implement Title 17 Division 2 Chapter 3 Subchapter 23
- Emphasize person-centered planning, community access and community integration
- Provide culturally competent services including services in an individual's preferred language.
- Coordinate and supervise a team of specialized consultants including but not limited to: a Psychologist, Board Certified Behavioral Analyst (BCBA), Psychiatrist, Nutritionist, Occupational Therapist and Physical Therapist
- Support and train staff as Registered Behavior Technicians, which shall include assistance in obtaining a 40-hour training class that shall include ongoing supervision by a BCBA.
- Pay direct care staff competitive wages
- Be knowledgeable of de-escalation techniques which preserve dignity and respect of clients.
- Ensure staff will be trained and qualified to oversee medication management and stabilization
- Develop positive relationships with NBRC, Vendors and community resources.
- Responsible to provide transportation for residents if needed
- Become Licensed by Community Care Licensing as an Adult Residential Facility (ARF)
- Complete vendorization process with Regional Center and certification process with the Department of Developmental Services

*****The home is identified for this project*****

North Bay Regional Center
2026 Request for Proposal

COVER SHEET

Project Number/ Description	
Agency Name:	
Contact Name:	
Address:	
Email Address:	
Contact Number:	
Fax Number:	

Start-Up Budget

START UP BUDGET	PROJECT NAME:
LINE ITEMS	PROPOSED AMOUNT TO SPEND
PROGRAM SUPPLIES AND EQUIPEMENT/ FURNISHING	\$
RENT	\$
STAFF TRAINING	\$
CONSULTING	\$
INSURANCE	\$
	\$
	\$
	\$
	\$
	\$
TOTAL PROGRAM AMOUNT	\$

Financial Statement

Financial Statement	
Current Assets	
Cash in Banks	
Accounte Recievable	
Notes Recievable	
Equipment/ Vehicles	
Inventories	
Deposits/Prepaid Expenses	
Life Insurance (Cash Value)	
Investment Securities (Stocks and Bonds	
Fixed Assets	
Building and/or Structures	
Long Term Investments	
Potential Judgements and Liens	
Current Liabilities	
Accounts Payable	
Notes Payable (Current Portion)	
Taxes Payable	
Long Term Liabilities	
Notes/ Contracts	
Real Estates Mortgages	
Other Income, Wages, Revenues from other Sources	
Specify	
Line of Credit	
Amount Avaible	
TOTAL	\$ -

FS6023- Facility Rate

State of California—Health and Human Services Agency

Department of Developmental Services

RATE DEVELOPMENT - FACILITY COSTS DS 6023 (Rev 9/2021)

Reset Form

A. FACILITY TYPE		
<input type="checkbox"/> Enhanced Behavioral Supports Home <input type="checkbox"/> Community Crisis Home <input type="checkbox"/> Other _____		
B. CONTACT INFORMATION		
Vendor Name: _____	Vendor #: _____	
Address: _____		
City: _____	State: _____	Zip: _____
C. CATEGORIES AND DESCRIPTIONS OF COSTS		
	Total Monthly Cost	Notes
1. Payroll Costs		
a. Administrator Salary		
b. Administrator Payroll Taxes		
c. DSP Lead Salary (168 Hours/Week)		
d. DSP Lead Payroll Taxes		
e. Workers Compensation		
f. Benefit Allowance: Medical, Dental, etc.		
g. Other Costs: Describe in notes		
Total Payroll Costs	\$ 0.00	
2. Facility Related		
a. Rental, Lease, or Mortgage, include Homeowner's Assoc. Dues		
b. Property Taxes		
c. Combined Utilities: Gas, Electric, Water, Garbage		
d. Janitorial Service, Gardening		
e. Transportation: Vehicle, Maintenance, Fuel (not DP/School)		
f. Telephone: Long Distance, Cell Phones, Pagers		
g. Office Supplies		
h. Insurance: Business Liability, Auto		
i. Fees for Licenses and Memberships		
j. Snacks/Food		
k. Other Costs: Repairs/Maintenance/Modifications		
l. Other Costs: Cable and Internet		
m. Other Costs: Describe in notes		
Total Facility Related Costs	\$ 0.00	
TOTAL FACILITY COSTS	\$ 0.00	

D. SIGNATURES

-END-