

# Kern Regional Center

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## Notice

### Orientation/Bidder's Conference

#### COORDINATED FAMILY SUPPORT SERVICES

DATE OF POSTING: January 25, 2023

Kern Regional Center (KRC) is a private, non-profit agency under contract to the State Department of Developmental Services to provide services to children and adults with developmental disabilities in Kern, Inyo, and Mono Counties. As a part of its service provision, KRC purchases a wide variety of services for individuals with developmental disabilities in each stage of their lives. Services are person-centered and designed to meet a variety of unique needs and reflect the choices of individuals within their communities.

KRC is seeking qualified applicants to provide Coordinated Family Supports (CFS) services as part of a Pilot program recently enacted as a result of the Developmental Services Budget Trailer Bill, SB 188 (Chapter 49, Statutes of 2022). The goal of CFS service is to provide adult clients (18 years of age or older) with the services and supports to continue living in their family home. CFS services are to be provided within KRC's catchment area in Kern County and Inyo and Mono Counties.

Start-up funds are not offered for this project.

On January 30, 2023, KRC will host a bidder's conference where participants will be provided with a detailed explanation of the pilot program and what Coordinated Family Support services will entail. Participants of the bidder's conference will be provided with additional information on vendorization requirements and tools to apply for vendorization (i.e. additional information, template program design, etc.).

Below is a brief summary of the Scope of Work for CFS services,

#### **SCOPE OF WORK:**

Services may include, but is not limited to,

- Providing supports necessary to successfully reside in the family home

- Providing assistance & training to consumers & their families in navigating comprehensive services and supports tailored to meet their unique needs a) Including creating pathways to overcoming barriers to accessing generic & other resources
- Providing additional information on the consumer's diagnosis & identified supports
- Coordinating consistency in training across providers specific the consumer & family's needs
- Assisting with scheduling of service delivery (including medical and other appointments)
- Identifying transportation
- Identifying backup providers to be available
- Providing futures planning for consumers living with aging caregivers
- Providing training to consumers to maximize independence

**SUPPLEMENTAL REQUIREMENTS:**

In addition to the Scope of Work listed above, once selected, the applicant must ensure the following:

- A. Maintain local staff within the KRC catchment area.
- B. Maintain experienced, knowledgeable, and bilingual staff.
- C. Maintain staffing levels to accommodate workload.
- D. Meet insurance requirements as prescribed by KRC.
- E. Within the first 30 days of working with a consumer and their family, CFS providers shall provide training to their direct care staff on service delivery systems including, but not limited to, behavioral health services and local Area Agencies on Aging
- F. Complete the Regional Center Vendorization process.

**Submission Information:**

1. Proposals are due by Friday, February 10, 2023 at 5:00 pm
2. Late submissions will not be considered.
  - a) Provide all proposals to Enrique Roman, Director of Community Services, via email at Enrique.roman@kernrc.org

**Notice to Applicants:**

1. KRC reserves the right to accept or reject any or all proposals. In the event that no proposal is selected for the services being solicited. KRC will select a maximum of three (3) service provider for this pilot program.

Timeline:

Orientation*	January 30, 2023; 11:00am to 12:00pm
Proposals Due	February 10, 2023 by 5:00pm
Award Notifications	February 17, 2023
Services to Start	March 1, 2023

\*Orientation will be held by Kern Regional Center via Zoom. The Zoom link can be accessed on KRC's website [www.kernrc.org](http://www.kernrc.org). Click on News and Events and then the Events and Calendar tab.

**Questions:**

For questions, please contact:

Enrique Roman, Director of Community Services, (661) 832-3207