



**REQUEST FOR PROPOSAL (RFP)  
IN-HOME RESPITE SERVICE AGENCY**

Alta California Regional Center (ACRC) is accepting letters of interest for the following service:

**Service Code / Type:** In-home respite services agency for children and adults with developmental disabilities who live in the family home. This is to provide services to ACRC clients in their homes to provide needed respite to their families.

**Reimbursement:** Established rates to be set by DDS.

**Please note that there is no startup funding attached to this RFP, however, the requested services match present unmet need in the target communities. More detail regarding specific populations to be served will be made available at the scheduled RFP orientation.**

**Location to be served:** Please note that at this time, there is a need for In-Home Respite providers in Colusa, El Dorado, Nevada, Placer, Sacramento, Sutter, Yolo and Yuba Counties.

**Locations with increased need:** Sacramento County (Elk Grove, Folsom, North Sacramento, Sacramento, South Sacramento)  
Sutter County (Yuba City, Marysville)

**Agency Overview:**

Alta California Regional Center (ACRC) is a private, non-profit corporation working under contract with the State of California, Department of Developmental Services, to provide services to persons, age zero to three, who are at-risk of developing a developmental disability, and three and above, who have been diagnosed with a developmental disability. Alta California Regional Center creates partnerships to support all eligible individuals with intellectual and/or developmental disabilities, children at risk, and their families in choosing services and supports through individual lifelong planning as a means to achieve healthy and productive lives in their own communities. ACRC envisions a community where individuals with intellectual and/or developmental disabilities are valued members who are treated with dignity and respect.

ACRC serves Alpine, Colusa, El Dorado, Nevada, Placer, Sacramento, Sierra, Sutter, Yolo, and Yuba counties. Please visit our website, [www.altaregional.org](http://www.altaregional.org) for more information about our organization.

**Description of Requested Service:**

ACRC desires to partner with vendors that shall provide in-home respite services as an agency to children and adults with developmental disabilities in the family home.

Needs Assessment data conducted by ACRC has identified unmet service needs focusing on in-home respite services primarily located in Sacramento and Sutter Counties.

Please see separate RFP posting for detailed information regarding in-home respite agency incidental medical services (IMS).

**Applicant Eligibility:**

An applicant shall have at a minimum, a Bachelor's Degree and a minimum of 18 months experience in the management of a human services delivery system; or five years' experience in a human services delivery system, including at least two years in a management or supervisory role.

**Application Process:**

Interested parties shall initiate the process by reviewing the RFP PowerPoint March 2020 for specific details relating to the populations to be served, identified areas of service need within ACRC's 10 county catchment area, and information on how to complete the RFP Application and timelines.

Completed RFP applications must be received on or before April 30, 2020, 11:59 PM PST. Please email to: [cssrfp@altaregional.org](mailto:cssrfp@altaregional.org)

Incomplete RFP Applications will not be processed; so please review the RFP PowerPoint March 2020 thoroughly

For further information please contact Nicole Smith of the ACRC Community Services & Supports Department at: [nsmith@altaregional.org](mailto:nsmith@altaregional.org), (916) 978-6267.