

**REQUEST FOR INTEREST**

Date: February 15, 2024

To: Interested Individuals and Organizations From: Regional Center of the East Bay

RE: Request for Interest

Regional Center of the East Bay (RCEB) is a private non-profit organization under contract with the California Department of Developmental Services (DDS). RCEB is part of a statewide network of 21 Regional Centers responsible for the coordination and development of services to meet the needs of people with developmental disabilities in Alameda and Contra Costa Counties. RCEB has identified a need for resources to coordinate transportation services for individuals who need to get to/from their day program of choice.

RCEB is seeking a Transportation Broker provider to coordinate transportation services for all RCEB transportation providers vendored for service codes 875, 880, and 895. The Transportation Broker provider would be responsible for scheduling and routing cost/time efficient routes, responding to day-to-day changes in transportation with inclusion of customer service support for necessary updates, generating and authenticating billing attendance, and completing service compliance through vendor audits. Please note there are no start-up funds available for this service. Interested service providers must be an established Transportation Broker with experience coordinating transportation services for regional centers preferred. Services will be funded in accordance with DDS median rates based on a fixed monthly fee.

Preference for local service providers with experience in providing services in the East Bay as well as those who have experience serving our culturally and linguistically diverse community.

Transportation services are coordinated for approximately 3,100 individuals. Transportation service requests continue to increase for individual transportation services within the Alameda and Contra Costa Counties. Transportation services are to/from an adult day program, community-based day program, or a behavior management program. Individuals may reside within the same city, between 5-10 miles, or at a distance of 20 or miles from program. Similar programs may not be available within the city that the person resides. Individuals may need the assistance of a transportation aide to support ongoing needs while in transit to destination.

Transportation Broker provider will need to oversee billing for approximately 92 transportation vendors that include day programs/residential (SVC880), contracted transportation vendors (SVC875), and Usual & Customary transportation vendors (SVC 895).

In addition, this Transportation Broker provider must provide person centered services and support individuals with their preferred mode of transportation with consideration of community resources. Individuals may use alternative/augmentative communication strategies and devices.

Some examples of clients’ needs may include:

* Support in/out of the vehicle
* Support with seat belt
* Communication of changes to route schedule
* Support during seizure
* Support with wand/device to manage seizure
* Support related to mobility changes
* Support with possible verbal aggression, physical aggression, wandering disruptions, or self-injurious behaviors
* Communication in preferred language of start in transportation services

Please submit a copy of the following to Priscilla Gomez [pgomez@rceb.org](mailto:pgomez@rceb.org) by 5:00PM on March 8, 2024:

1. A statement indicating the author of the proposal.
2. A brief description of your philosophy, values, exceptional, and innovative service approaches toward providing the indicated service for the targeted group of clients.
3. Please describe how your agency would serve a client as described above using a person-centered approach to meet the transportation needs of the client
4. Include a proposed fee structure that captures the total monthly service fee.
   1. Proposed Fee Structure must include:
      1. Number of service months
      2. Unit Type
      3. Rate
      4. Total per day based on estimated daily trips