

NORTH BAY REGIONAL CENTER

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Nancy E.S. Gardner
Executive Director

TO: *POTENTIAL* REQUEST FOR PROPOSAL (RFP) RESPONDENTS

FROM: LAURA CEPOI

DATE: JANUARY 14, 2009

RE: ATTACHED REQUEST FOR PROPOSAL

We would like to announce the opportunity to develop and create new programs to meet both existing and expanding consumer needs at North Bay Regional Center (NBRC). The attached Request for Proposals (RFP) reflects priority development needs in the NBRC catchment area, which includes Napa, Solano and Sonoma Counties.

The agency encourages those providers who have shown commitment to our consumers and who have served or are eager to serve as active partners with NBRC to respond to one of the specific types of homes listed in the RFP. All potential applicants are encouraged to attend the RFP orientation to be held on February 10, 2009 from 1:30 P.M. to 3:00 P.M. at the Napa office, 10 Executive Court in Room 4A/B. During this orientation session, questions will be answered with regard to the selection process.

Initial submission deadline for these projects will be February 25th at 5 p.m. All project submissions must be received at the NBRC office located at 10 Executive Ct., Napa by the 5 p.m. deadline for initial consideration, however, the RFP will remain open till all projects are awarded. All projects must be submitted separately and must include an original with three copies. Interviews will be scheduled for those respondents whose proposals most closely meet the project needs and specifications.

We look forward to your proposals and thank you in advance for your time and interest in serving our consumers at North Bay Regional Center.