Department of Rehabilitation

**California Assistive Technology Program**

Addendum 1

RFI# 23-02-01

Questions and Responses

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1. What are the key distinctions between participating in the Request for Interest (RFI) process and entering into a vendor relationship for AT Fee for Service?

Participation in the RFI is non-binding and voluntary. DOR is utilizing the RFI to obtain feedback on the draft Scope of Work for the Assistive Technology (AT) Program from organizations described in Section 1: Purpose (1-2c). The RFI also allows interested organizations the opportunity to submit their experience, input, and perspective on various AT Program requirements. However, as noted in Section 7: Disclaimer (A), submitting a response to the RFI does not constitute an offer and cannot be accepted as a binding contract, and any award made related to the subject matter of this RFI is not contingent upon a contractor responding to this RFI.

DOR offers a multiple options for vendor relationships, where vendors can identify which AT services they specialize in providing, and can establish, modify, and/or end their agreement with DOR as needed. One vendor method would be to register as a Community Rehabilitation Program (CRP), which are public or private not-for-profit organizations facilitating the provision of vocational rehabilitation services. These services typically fall under the following core service categories: Assessments/Evaluations, DOR Student Services, Training Services, Business Based Services, Job Related Services, and Specialized Services. DOR has established a “fee-for-service” structure based on the provision of these services. You can find more information on DOR’s [Community Rehabilitation Programs](https://dor.ca.gov/Home/CommunityRehabPrograms) webpage.

Alternatively, qualified organizations can become a California Assistive Technologies, Services, and Devices (Cal-ATSD) Supplier, which promote the timely delivery of AT and related services to state employees with disabilities or clients of DOR. Cal-ATSD also provides a listing of qualified suppliers providing specialized products and services for individuals with disabilities. For more information on Cal-ATSD, please visit the [Cal-ATSD Supplier Directory](https://www.dor.ca.gov/Cal-ATSD) webpage.

1. How does each option (RFI vs vendor relationship) align with DOR's goals and objectives for the California AT Program?

The primary goal of the California AT Program is to increase awareness of and access to AT devices and services that may help with education, employment, daily activities, and inclusion of people with all types of disabilities. Responding to the RFI can help guide how the AT Program is delivered in the state of California, and potentially improve the current delivery model and drafted Scope of Work to better serve Californians with disabilities. Performing AT related services as a vendor aligns predominantly with increasing access to AT devices and services, but a vendor may be limited in the scope of services and devices they can provide, as well as to whom the services are provided, depending on the vendor agreement established.

1. Are there eligibility criteria or requirements that differentiate these two pathways?

Prior to the delivery of services to DOR consumers, CRPs are required to obtain approvals by the DOR for vendorization, certification, and accreditation. Current employment and community services standards may also require the agency and specific service to be CARF-accredited. [CARF](http://www.carf.org/home/) is a private, not-for-profit accreditation agency that provides an impartial review of vocational rehabilitation agencies and services. A potential CRP applicant may be a private non-profit agency, for-profit agency, hospital, medical rehabilitation center, or a public entity that provides services as defined in Part 4 of the [Community Rehabilitation Program Guide to Certification and Vendorization](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fpublicaccessstorage.blob.core.usgovcloudapi.net%2Fpublicsitefiles%2FDOR%2520Documents%2FCommunity%2520Rehab%2520Programs%2FCRD_CRP%2520Guide%2520to%2520Certification%2520and%2520Vendorization_08.2023.docx&wdOrigin=BROWSELINK). Please reference this guide for further information about the criteria and processes of becoming a CRP.

To become a Cal-ATSD vendor, organizations/suppliers must submit an application including a [Payee Data Record](https://www.documents.dgs.ca.gov/dgs/fmc/pdf/std204.pdf) (STD 204), a Seller’s Permit issued by the [California Department of Tax and Fee Administration](https://www.cdtfa.ca.gov/services/#Register-Renewals), and documentation verifying the supplier is approved as an authorized dealer, sub-dealer, reseller, or distributor for AT products. You can review the [Cal-ATSD Information Sheet for Suppliers](https://www.dor.ca.gov/cal-atsd/resources/Cal-ATSD%20Information%20Sheet%20for%20Suppliers%2012.18.18.docx) if you would like additional information.

There are no official requirements for responding to this RFI, though it is requested that respondents have experience in at least one aspect of Assistive Technology, Independent Living, and/or community living. However, for organizations interested in applying to be the California AT Program, there are additional criteria. The potential contract recipient will be a non-profit, community-based organization with a demonstrated commitment to the philosophy of independent living, a history of consumer involvement, experience in the delivery of AT state leadership and state level activities, with expertise in AT devices and services, as well as how people with disabilities can acquire them. Potential contractors must serve individuals regardless of age or type of disability, be able to achieve statewide reach in delivery of all required services, and be able to coordinate services with the network of Independent Living Centers in California. The entity selected as the AT Program will have broader, pre-determined deliverables, and will be held accountable for various aspects of program implementation, as opposed to the limited scope of activities a vendor may provide. The Draft Scope of Work delineates the proposed deliverables and provisions required of the California AT Program.

1. If this RFI greenlights a solicitation, what is the estimated timeframe for procurement?

The next agreement is expected to go into effect October 1, 2024. The RFI will provide information to DOR to inform its contract management strategy.

1. Is there a current vendor providing these services?

Yes, the current vendor providing the AT program’s services is the California Foundation for Independent Living Centers (CFILC).

1. How can I obtain copies of any incumbent contract documents?

Copies of the current incumbent’s contract documents can be requested. Please read the instructions on [DOR’s Public Records Requests](https://www.dor.ca.gov/Home/PublicRecordsRequests) webpage on how to request a copy.

1. What is the anticipated duration of the awarded contract?

The contract is anticipated to be awarded for a duration of three years, operating on the Federal Fiscal year, beginning October 1, 2024, and going through September 30, 2027. If both parties are in agreeance, there is a possibility the agreement can be amended for an additional year, up to two times, making a total of five program years (October 1,2024 – September 30, 2029). The two one-year amendments are not guaranteed to occur and will be considered on a case-by-case basis.