



The Able Trust is seeking proposals for planning, research, and policy development services.

**I. PURPOSE OF REQUEST FOR PROPOSAL (RFP)**

It is anticipated that the Florida Endowment Foundation for Vocational Rehabilitation (d/b/a The Able Trust) will be mandated by the Florida Legislature to conduct research on the systems in Florida that provide services to persons with disabilities and deliver a report to the legislature by December 1, 2023.

In preparation, The Able Trust is seeking to partner with an individual or firm to provide an analysis of the components of the required report (HB 7051, lines 404-445) and to develop a plan to achieve the planning, research, and policy development required to deliver the report by December 1, 2023.

**II. SCOPE OF WORK**

**Please note that this proposal is for planning services only.** Full implementation of research and policy development will be in phase two of the project.

The Able Trust is interested in retaining an individual or firm who will develop a plan to use multiple methods and strategies for: gathering and analyzing information; developing findings and conclusions; and making recommendations and potential action strategies. The plan must include how to research systems in the state that provide services to persons with disabilities, including autism and development disabilities. The plan must take into consideration the following legislative requirements of the final report:

- Identify the current systems for service delivery to persons with disabilities, including operations, services, coordination activities, and structures.
- Identify barriers and obstacles in transportation for persons with disabilities living in the home or receiving community-based services for jobs, medical appointments, and peer-to-peer groups.
- Identify workforce issues related to direct support professionals, behavioral or mental health specialists, health care practitioners, and other individuals who assist with the provision of services to persons with disabilities.
- Examine the best practices for uniform and efficient service delivery and the coordination of and transition among systems, including transitioning out of high school.
- Examine federal and state law and rules that impact or limit supports or services for persons with disabilities.

- Identify systemwide incongruency and inefficiencies in service delivery.
- Identify opportunities for job coaching and community participation supports including those opportunities for individuals who cannot or choose not to go into the community because of underlying issues.

### **III. PROPOSAL REQUIREMENTS**

A proposal must include how the contractor intends to address the required scope of work as well as a project budget, timeline, deliverables, and other relevant information.

### **IV. PERIOD OF AGREEMENT**

The term of the agreement will be for a period of two (2) months with the possibility of an extension to complete the research and final report. Extension of the agreement will be based on satisfactory performance as determined by The Able Trust. This agreement is expected to commence on or after May 1, 2023 and end June 30, 2023, unless an extension(s) is approved by The Able Trust.

### **V. CONTRACT TERMS**

The Able Trust will negotiate contract terms upon selection. The contract will include scope of services, budget, timelines, deliverables, and other necessary items. All content, materials, resources, and reports produced from this project are the property of The Able Trust.

### **VI. EVALUATION OF CRITERIA**

The Able Trust will conduct a comprehensive, fair, and impartial evaluation of all Proposals received in response to this RFP. The Able Trust may appoint a selection committee to perform the evaluation. Each Proposal will be analyzed to determine overall responsiveness and qualifications under the RFP. Additional information may be requested from Firms at any time prior to final approval of a selected Firm(s). The Able Trust reserves the right to select one, or more, or none of the Firms to provide services. Please note that The Able Trust is not required to accept the lowest bidder.

**Proposal materials relating to this RFP must be received by The Able Trust on or before April 28, 2023 by 4 p.m.** Proposals submitted after the due date will not be considered. Information provided will not be returned, do not send original or one-of-a-kind materials. Questions regarding the contents of this RFP can be submitted via email to [Allison@AbleTrust.org](mailto:Allison@AbleTrust.org).

### **SUBMIT PROPOSALS TO:**

The Able Trust  
Attn: Allison Chase, President & CEO  
[allison@abletrust.org](mailto:allison@abletrust.org)