

## **Request for Bids #2026-AF-9700**

### **Title: Housing for Aging Families Enabling Technology Strategies**

This is a request for bids to conduct an environmental scan and make recommendations for using innovative, enabling technology strategies (e.g., remote support, smart devices, mobile applications, communication systems, home sensors), including options and models, to address the housing and support needs (e.g., social, health needs) of aging individuals with intellectual and developmental disabilities (I/DD) and their families/caregivers in Florida. Included in this request for bids is information relating to the Scope of Work of the project and how the bid information is to be submitted.

**Date of Release:** Tuesday, July 14, 2026

**Due Date: Electronic bids will be accepted until 4:00 pm EDT on Friday, August 14, 2026.**

All submissions must be marked with Request for Bids #2026-AF-9700. Please allow enough time to upload your bid into the FDDC's Dropbox. Depending upon the size of the bid, it may take additional time to upload. Any bids received after the date and time set forth above will be considered unresponsive and will not be considered by FDDC.

Bids shall be electronically submitted via FDDC's Dropbox at <https://www.dropbox.com/request/vu0froiv2pt8cb3i69xb>

**Contact:** Questions regarding the requirements of the Request for Bids for the Housing for Aging Families Enabling Technology Strategies project may be emailed to [proposal@fddc.org](mailto:proposal@fddc.org) and must be received by 4:00 pm EDT on Thursday, July 23, 2026.

**QUESTIONS ARE TO BE SUBMITTED IN WRITTEN FORMAT ONLY. THIS IS A LEGAL PROCESS AND WE CANNOT ANSWER QUESTIONS VERBALLY.**

**Answers to the questions received will be posted on the Council's website ([www.fddc.org](http://www.fddc.org)) on Tuesday, July 28, 2026.**

**Bid results will be posted on the FDDC website on Thursday, August 27, 2026.**

**Protest Period:** Any bidder who desires to protest either the content of this bid or the proposed ranking must do so in writing to [proposal@fddc.org](mailto:proposal@fddc.org) within the 72-hour protest period. FDDC Protest Procedures will be made available upon written request. The protest period is within 72 hours of the posting of the Request for Bids or the posting of the selected bidder.

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**Cone of Silence:** For purposes of this solicitation, FDDC has established a solicitation silence policy (Cone of Silence) that prohibits oral and written communication regarding all formal solicitations for goods or services (formal proposals, Request for Proposals, Invitation for Proposals, Request for Bids) issued by the FDDC with the exception of the formal written questions that may be submitted as described above. The period commences from the date of advertisement until award of contract.

**Applicable Laws and Regulations:** All applicable Federal and State laws, county and municipal ordinances, orders, rules and regulations of all authorities having jurisdiction over the services to be provided shall apply to the bid/proposal throughout, and they will be deemed to be included in the contract the same as though they were written in full therein.

**Funds Available:** The Florida Developmental Disabilities Council, Inc. (FDDC) has set aside a maximum of \$200,000 federal funds for a period not to exceed 12 months for fiscal support of this bid request. The award will remain firm for the contract period unless addendums to the scope of work are required by the funder. It is anticipated that additional funding will be available beginning October 1, 2027, for annual continuation to update the environmental scan to include new technology and/or changes to existing technology and prepare a report with recommendations through the end of the Council's 2027-31 state plan on September 30, 2031.

**Funding Source:** 100% federal funds, CFDA #93.630 from the U.S. Department of Health & Human Services, Administration for Community Living, through FDDC.

**Ineligible Entities:** Federal regulations limit and restrict the ability of individuals or entities debarred or suspended by a Federal Agency from doing business with, or contracting for the use of federal funds with, the Council. See 29 CFR, Part 98; 45 CFR, Part 76.

## **Background**

### **A. Statement of Need**

Florida has a growing population of aging family caregivers and aging adults with I/DD living in their family homes. Many family caregivers desire to remain in their family homes with continuity of care and services for the person with I/DD while facing their own health challenges. Innovative, enabling technology strategies may support family caregivers and adults with I/DD to remain in their family homes. This environmental scan will explore innovative, enabling technology strategies (e.g., remote support, smart devices, mobile applications, communication systems, home sensors), including options and models, to address the housing and support needs (e.g., social and health needs) of aging individuals with intellectual and developmental disabilities (I/DD) and their families/caregivers in Florida.

In future years of the 2027–31 State Plan, the final report with recommendations may subsequently be used for planning and conducting statewide training for families/caregivers and implementing and evaluating case study demonstration homes using assistive technology and enabling technology strategies.

### **Background on the Issue:**

The Florida Developmental Disabilities Council (FDDC) contracted with the North Central Florida Health Planning Council dba WellFlorida Council in 2024 to conduct a Comprehensive Review and Analysis (CRA) of statewide and national data regarding issues facing individuals with intellectual and developmental disabilities (I/DD) and their families/caregivers. Primary sources that were used to gather information included focus groups, surveys, and key stakeholder interviews. Government reports, agency websites, and research articles served as secondary sources. FDDC members used the CRA findings to identify priority areas. The area of “Aging Families” was selected as a major priority area for the FDDC 2027–2031 State Plan.

About 21.6 percent of Florida’s population is 65 years of age or older (United States Census Bureau. American Community Survey 1-Year Survey, Table DP05, 2019, 2021, 2022), with 18.8 percent of those aged 65 to 84 years of age and about 2.7 percent in the super senior age category of 85 years and older (Florida Department of Health, 2025).

About 75.0 percent of persons with I/DD in Florida (385,100 individuals) live with a family caregiver. In 2023 in Florida, there were more than 385,000 caregiving families with only about 5.0 percent receiving support from the state I/DD agency, that is, Florida’s Agency for Persons with Disabilities (APD) (Tanis, E.S., et al., 2025).

The documented prevalence of I/DD in Florida is conservative and likely underestimated. Prevalence grows as Florida’s population expands. In Florida, at the highest percentage in

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the U.S., about 33.0 percent of those living with family caregivers live with aging caregivers aged 60 years and older (Perkins, End the Wait! Developmental Disability Policy Brief, 2021). As of 2023, 29.0 percent were living with aging caregivers 60 and older (State of the States in I/DD, 2025).

National Residential Information Systems Project (RISP) data indicated that in Florida from 2018 through 2022, most individuals with I/DD who received long-term supports and services (LTSS), resided in a family home. About 65.5 percent of persons with I/DD (41,333 persons) benefiting from LTSS in Florida in 2022 lived in a family home. (University of Minnesota, Residential Information Systems Project [RISP], Research and Training Center on Community Living, Institute on Community Integration, 2024).

A study commissioned by FDDC entitled Aging Generations' Expectations in Developmental Disabilities recommended planning for the aging of caregivers with an emphasis on housing and supports for aging families... (Florida Developmental Disabilities Council, 2021).

Families with aging caregivers and aging persons with I/DD were also identified as being notably unserved or underserved through the CRA. Public input data clearly pointed to aging caregivers, aging persons with I/DD, and aging family groups as a population of special interest. Of the 461 caregivers and family members who completed the survey, 21.4 percent were aged 70 and older with about 14.1 percent aged 65 to 69 years of age. More than half of family member/caregiver survey respondents (54.2 percent) said a critical issue they faced was worry about the future... Focus groups articulated numerous concerns for aging persons with I/DD as well as the family members who care for them. These included continuity of care and services for the person with I/DD as the caregiver/family member faces their own physical health challenges, availability of ongoing program funding, and the service quality (FDDC Caregiver/Family Survey, 2024).

Florida participants in the National Core Indicators – Intellectual and Developmental Disabilities (NCI-IDDD) survey point to inadequacies and challenges with current resources. Only 2.0 percent of Florida respondents reported having 24-hour remote supports (i.e., combined technology and direct care such as sensors, cameras, and other devices).

In developing priorities for goals, objectives, and activities in 2025 for the FDDC 2027–31 State Plan, FDDC members' priority issues within the realm of "Aging Families" included the need to consider the following: housing options, access to specialized equipment needed in the home (e.g., lifts, ramps); ability to maintain independence in

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community settings while caregiving; ability to age in place; need to identify and use technology solutions; and need to fund housing models for independent living with supportive care.

The concerns and needs identified for the priority area of “Aging Families” through the CRA led the FDDC to develop the following goal, objective, and activity for the 2027–31 State Plan, which support work to be conducted under this request for bids:

**Goal 3: Aging Families**

By September 30, 2031, aging individuals with I/DD and their families will have increased availability of services and supports needed by an aging population that allows them to maintain quality lives in their communities.

**Objective 3.2:** By September 30, 2031, recognizing the need for human interaction, aging individuals with I/DD and their families will also have increased knowledge of innovative, enabling technology options and models for addressing housing, social, and health needs that support them to live safely and independently in their communities.

**Key Activity 3.2.1:** Conduct an environmental scan and make recommendations for using innovative, enabling technology strategies (e.g., remote support, smart devices, mobile applications, communication systems, home sensors) to address the housing needs of aging individuals with I/DD and their families/caregivers in Florida.

**B. Project Description**

This project seeks to conduct an environmental scan and make recommendations for using innovative, enabling technology strategies (e.g., remote support, smart devices, mobile applications, communication systems, home sensors), including options and models, to address the housing and support needs (e.g., social, health needs) of aging individuals with intellectual and developmental disabilities (I/DD) and their families/caregivers in Florida. The scope of work will include 1) convening and facilitating a stakeholder workgroup, 2) conducting an environmental scan, and 3) preparing a final report with recommendations for Florida based on findings.

**Scope of Work to Be Provided**

1. Convene and facilitate a Stakeholder Workgroup for a minimum of four (4) meetings to provide input into all planned activities.
  - a. Select Stakeholder Workgroup with input from Council staff to minimally include people with I/DD, family members (i.e., parents, siblings, guardians) and selected local and state agency representatives. **(Within 45 days of contract execution)**

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- b. Provide a list of Stakeholder Workgroup members to be approved by Council staff that includes name, contact information, affiliation/role on the Stakeholder Workgroup, and demographic information for all members. **(Within 45 days of contract execution)**
  - c. Facilitate four (4) virtual Stakeholder Workgroup meetings with at least one held each reporting period. **(Quarters 1, 2, 3, 4)**
  - d. Submit agendas, PowerPoints, and minutes or reports with attendance to include name, role/affiliation, and member input and recommendations from each virtual Stakeholder Workgroup meeting. **(Quarters 1, 2, 3, 4)**
  - e. Conduct the FDDC social validity survey with the Stakeholder Workgroup members at the last virtual meeting. **(Quarter 4)**
2. Conduct the environmental scan considering the following:
- a. Findings will be used to guide development of content for training families. **(Quarter 1)**
  - b. Findings may be used to develop demonstration homes that incorporate innovative, enabling technologies. **(Quarters 1, 2)**
  - c. Findings should address support needs, particularly regarding housing, social, and health needs. **(Quarters 1, 2)**
  - d. Findings that reflect numbers of families using innovative, enabling technology, and how they are using it, may be beneficial for other families/caregivers. **(Quarters 1, 2)**
  - e. Aging families/caregivers will need desensitization training and possibly visual supports on using innovative, enabling technology. **(Quarters 1, 2)**
  - f. Submit final environmental scan report. **(Quarter 2)**
3. Prepare a final report with recommendations for Florida based on findings.
- a. Summarize and evaluate findings from the environmental scan, including information on innovative enabling technologies, service models, implementation approaches, and promising practices identified in Florida and nationally. **(Quarter 2)**
  - b. Review stakeholder workgroup input to identify priorities, opportunities, barriers, and unmet housing, health, social, and support needs of aging individuals with I/DD and their families/caregivers. **(Quarter 3)**
  - c. Identify gaps, opportunities, and emerging trends related to the use of innovative enabling technologies, including information on how families are currently using technology and the extent of its adoption. **(Quarter 3)**
  - d. Develop recommendations for training and education resources that support families and caregivers in understanding, adopting, and effectively using innovative enabling technologies, including recommendations for desensitization strategies and visual supports where appropriate. **(Quarter 4)**
  - e. Develop recommendations for demonstration models and environments, including opportunities to showcase innovative enabling technologies that address housing, social connection, health, safety, and support needs. **(Quarter 4)**
  - f. Develop recommendations for Florida regarding the adoption, expansion, funding, accessibility, and implementation of innovative enabling technology

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strategies and models that support aging individuals with I/DD and their families/caregivers. **(Quarter 4)**

- g. Submit a final draft report with recommendations for Florida based on findings. **(August 20, 2027)**
  - h. Present findings and recommendations to the Florida Developmental Disabilities Council. **(Quarter 4)**
  - i. Submit final report with recommendations for Florida based on findings. **(Quarter 4)**
4. Fulfill Council programmatic requirements as follows:
- a. Complete and submit quarterly deliverables along with supporting documentation to also include an updated work plan each deliverable period. **(Quarters 1, 2, 3, 4)**
  - b. Participate in regularly scheduled meetings with program staff. **(Quarters 1, 2, 3, 4)**
  - c. Complete and submit an Executive Summary that provides all components set forth in the contract (e.g., overview of major activities, outputs, outcomes, summary and analysis of data, recommendations for future action). **(Quarter 4)**

**Time frame**

The time frame for the work for the Housing for Aging Families Enabling Technology Strategies project is October 1, 2026, through September 30, 2027. Quarters are defined by the following dates: Quarter 1: October 1, 2026-December 31, 2026; Quarter 2: January 1, 2027-March 31, 2027; Quarter 3: April 1, 2027-June 30, 2027; and Quarter 4: July 1, 2027-September 30, 2027. Anticipated continuation October 1, 2027 – September 30, 2031, *contingent* upon availability of funding.

**Bid Submission Instructions**

Interested individuals must submit the following Bid Information by 4:00 pm EDT on Friday, August 14, 2026.

• **The bid must include the following:**

- A signed Letter of Transmittal confirming that you understand the Scope of Work required; confirming that you will be able to perform all the work specified in the Scope of Work within the specified time frame; and providing your name, the name of your organization (if applicable), your address, phone number, email address, SAM Unique Entity ID (if available), and SAM.GOV registration status including expiration date or date registration was submitted.
- A completed Budget Request Form, which must include the requested FDDC budget funds, including FTE and/or hourly rate information for all personnel and/or consultants.
- A narrative description of your experience in research or conducting environmental scans. Include any information about your experience conducting research in the I/DD and/or enabling technology field.

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- Include information about the personnel and/or consultants who will be engaged in implementing all facets of the Housing for Aging Families Enabling Technology Strategies project.
- A completed Housing for Aging Families Enabling Technology Strategies Bid Work Plan Template to include Person(s) Responsible and Bidder's Qualifications to Deliver Planned Scope of Work and Services.
- A sample environmental scan or research report you have developed, preferably on this or a related topic.

### **Bid Selection**

The lowest and most responsive bid will be selected contingent upon a Letter of Transmittal confirming that the bidder can (1) perform all the work outlined in the Scope of Work within the specified time frame, and (2) demonstrate responsiveness in meeting the minimum requirements described within this bid request as indicated through the narrative description, Housing for Aging Families Enabling Technology Strategies Bid Work Plan Template, professionally written work product you have developed, preferably on this or a related topic that is related to the Scope of Work for this activity. The Council reserves the right to select the next lowest bid if the lowest bid is not found responsive in meeting the minimum requirements. The FDDC reserves the right to reject any or all bids. Verification of mandatory terms and conditions must be met prior to contract execution. No work shall begin until a contract is executed by the FDDC.

### **Minimum Requirements to Determine Responsiveness**

- **Budget narrative:** Sufficiently supports reasonable, allowable, and necessary use of FDDC funds.
- **Collaboration with diverse participants:** Identifies experience in collaborating with and facilitating diverse groups, including families/caregivers (e.g., parents, siblings, guardians) of individuals with I/DD.
- **Research experience:** Identifies experience conducting literature reviews and/or environmental scans.
- **Evaluation experience:** Provides evidence of experience in data analysis and presentation of results and findings.
- **Organizational capacity:** Identifies sufficient and qualified staff and resources to fulfill the Scope of Work as prescribed in the work plan and/or narrative.
- **Product review:** Submits professionally written work product (e.g., research report), that is related to the Scope of Work for this activity.