**REQUEST FOR PROPOSALS**

The Cuyahoga County Board of Developmental Disabilities (Cuyahoga DD) is seeking written, sealed Proposals for Beyond the Essentials of Life Skills an immersive training experience, from interested vendors and organizations.

**RFP: 2023-04 BEYOND THE ESSENTIALS OF LIFE SKILLS**

Bidding documents for the proposed project may be obtained by emailing Sharon Fallon, Cuyahoga County Board of Developmental Disabilities, [fallon.sharon@cuyahogabdd.org](mailto:fallon.sharon@cuyahogabdd.org), until the deadline for submitting proposals. Proposals will only be accepted from Plan Holder of Record. To be a Plan Holder of Record, documents must be obtained directly from the Cuyahoga DD Purchasing Department.

A **Mandatory Pre-Proposal Conference** will be held at **1:00 PM, Eastern Standard Time** on **September 25, 2023** at Green Road Service Center, 4329 Green Road, Highland Hills, OH 44128. Proposals from Providers who have not attended the pre-proposal conference will be considered non-responsive and shall be rejected and returned to the respondent.

All proposals shall be delivered no later than **FRIDAY, OCTOBER 6, 2023 at 10:00 A.M. EST** to the Cuyahoga County Board of Developmental Disabilities 1275 Lakeside Avenue, Cleveland, Ohio or via email, in a PDF Version, Only to: [RFPrespond@cuyahogabdd.org](mailto:RFPrespond@cuyahogabdd.org). Proposals received after this date and time shall be returned unopened to the respondent.

Each proposal must state in full the name and address of each person, firm or corporation interested in the proposal submitted.

The Cuyahoga County Board of Developmental Disabilities reserves the right to accept or reject any proposal or any part or all parts of any proposal submitted and waive all technicalities.

Sharon Fallon, Purchasing Administrator

1st Adv. 9/11/23

2nd Adv. 9/18/23