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**NOTICE  
INVITATION TO BID**

**REQUEST FOR PROPOSAL**

**RFP # STC-24-003**

**RESIDENTIAL ASSISTANCE – RESIDENTIAL SUPPORT AND  
SUPERVISED LIVING SERVICES**

**Closing Date: Friday, September 13, 2024**

Spindletop Center is seeking proposals from contractors to staff and operate one or more of the Center's four (4)-person awake group homes for individuals with intellectual and developmental disabilities and/or related conditions. There are three (3) Center-owned homes covered under this RFP.

If you are interested in submitting a proposal, please carefully adhere to the instructions, requirements, and deadlines presented in RFP #STC-24-003.

A copy of the Request for Proposal (RFP) may be obtained by contacting the Chief Financial Officer, Denise LeBlanc, via [denise.leblanc@stctr.org](mailto:denise.leblanc@stctr.org) or contacting Monica Zoch, Director of Provider Services, in person at 655 S. 8<sup>th</sup> Street, Smith Building, Beaumont, TX 77701.

In accepting proposals, The Center reserves the right to reject any and all proposals, to waive formalities and reasonable irregularities in submitted documents, and to waive any requirements in order to take the action, which it deems to be in the best interest of the Center and is not obligated to accept the lowest cost proposal. The Center will not pay for any costs incurred by respondents in the preparation and/or submission of a proposal. Furthermore, the RFP does not obligate the Center to accept or contract for any expressed or implied services.

The Center will only release names of the vendors who have responded to this solicitation after the Center's evaluation team has evaluated the proposals and an award has been made and approved by the Center's Board of Trustees.

**Proposals must be submitted and received by the Center NO LATER than 5:00 p.m. (CST), Friday, September 13, 2024. Full submission instructions are specified in the RFP #STC-24-003. Proposals received after the date and time above shall not be considered.**

*Hearing impaired, call*  
1-800-735-2989 (TDD)  
1-800-735-2988 (VOICE)

*Equal Employment Opportunity  
Affirmative Action Employer*