



September 11, 2025

Subject: Invitation to Submit Letter of Intent – 10th Street Property

Dear Community Stakeholder,

The Indian River County Hospital District (IRCHD) invites your organization to submit a Letter of Intent (LOI) outlining your plans to operate the property located at 620 and 650 10th Street, Vero Beach, FL 32960. We are seeking innovative, sustainable, and community-focused proposals with an emphasis on substance use disorder and mental health treatment and recovery that maximize the potential of this property to meet the needs of Indian River County.

Your LOI should provide a clear, concise overview of your operational vision for the 10th Street property and address the sections below. Please label sections using the numbering provided for ease of review.

1. Organizational Capacity and Experience

- Brief organizational history and mission alignment with IRCHD's goals.
- Organizational governance structure.
- Demonstrated experience operating substance use disorder treatment, behavioral health or related programs (include past performance and outcome highlights).
- Key partnerships for care coordination and referral pipelines already in place (e.g., hospitals, FQHCs, community-based organizations).

2. Description of Proposed Services

- Overview of programs and services to be provided.
- Target population(s) to be served.
- Anticipated community impact and how services address local needs.

3. Preliminary Budget and Pro Forma

- Projected revenues and expenses- Three year Pro Forma
- Funding sources and assumptions (public, private, insurance/Medicaid, philanthropy, etc.).
- Rent payments to IRCHD and any requested abatements; include rationale and timeline for any abatements.

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4. Staffing Plan

- Proposed staffing levels, licensure requirements, and key roles (leadership, clinical, operations).

5. Compliance and Licensing

- Required licenses, certifications, and accreditations

6. Timeline

- Expected milestones for project launch (site readiness/zoning/fit out, hiring, licensure, go-live) and ongoing operations.

7. Rezoning and Regulatory Approvals

- Identification of any required zoning or land-use changes to implement the proposed use.
- Operator responsibilities: Prepare and submit rezoning/land-use applications and lead all regulatory approvals.
- IRCHD support as landowner: IRCHD will provide reasonable support (e.g., owner signatures, documents, and participation in hearings as needed), but the operator is expected to lead the process.
- Include rezoning strategy, anticipated timeline, risks, community engagement approach (e.g., neighborhood outreach), and budgetary implications.

8. Risk Management and Safety

- Security plan; resident safety and crisis management protocols; policies on relapse/overdose prevention and response.
- Insurance coverage (general liability, professional liability, workers' compensation, property) and limits.

9. Tenant and Lease Term Expectations (Non-Binding)

Note: Final terms will be negotiated; the items below are requested for planning comparability.

- Proposed lease term and any renewal options.
- Responsibilities for routine and capital maintenance, utilities, custodial services, landscaping, and security.
- Insurance requirements and naming IRCHD as additional insured where applicable.
- Proposed rent escalators and performance-based provisions (if any).
- Termination and default considerations (e.g., material non-performance, loss of licensure).

Submission Instructions

Please submit your LOI as a single PDF via email to Kate Voss, District Coordinator, at kate@irchd.com no later than Friday, October 10, 2025, by 5:00 PM (ET). The LOI should not exceed 15 pages excluding appendices (e.g., org chart, sample reports, letters of support). Following a review of the LOIs, selected organizations may be invited to submit a full proposal and/or participate in interviews.

Questions or requests for clarification should be directed to Kate Voss at the email above. IRCHD may share answers to common questions with all respondents to ensure a fair and transparent process.

We look forward to reviewing your vision for the 10th Street property and exploring the potential for a strong partnership in service to Indian River County.

Sincerely,



Frank Isele, PT, MBA, FACHE

Executive Director

Indian River County Hospital District