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DEBORAH C. RIITANO  
COMMISSIONER

October 25, 2023

Honorable Andrew Joyce, Chairman  
Albany County Legislature  
112 State Street, Room 710  
Albany, NY 12207

Dear Chairman Joyce:

The Department for Aging (DFA) requests legislative approval to enter into a new contract with Senior Projects of Ravena, to provide Home Delivered Meals to older adults who reside within Albany County and meet specific criteria as required by Albany County, NYSOFA, and the Albany County Central Assessment Unit. Ravena will provide Home Delivered Meals to older adults within the following zones; Ravena, Coeymans, and South Bethlehem. The number of meals contracted in this zone area for 2024: **21,380**

Request for Proposal No. 2023-091 issued on July 20, 2023 requesting providers submit a proposal regarding the Home Delivered Meal program. There was a response to the RFP from four (4) providers. The four (4) were evaluated and rated by the department scoring committee using the following criteria:

- Full demonstrated comprehension of the Scope of Services; including but not limited to; Knowledge of food safety/sanitation regulations and nutrition standards; Current Dietary Guidelines including knowledge and compliance with USDA nutrition standards.
- Prior experience and/or equivalent training with quantity food production and service projects
- Professional qualifications, staffing, equipment, and demonstrated capabilities.
- Total proposed price.

After reviewing the proposals and rating scores the Home Delivered Meal proposals were awarded as follows;

1. Life Path (Senior Services of Albany); Awarded - \$972,290.00
2. Peter Young Industries; Awarded – \$441,449.52
3. Senior Projects of Ravena; Awarded - \$ 263,340.50
4. Albany Jewish Community Center; - \$52,000.00

Total Awarded to Providers - \$1,729,080.02

The meal delivery shall include regular client monitoring, along with informing the community about the Home Delivered Meal program through education handouts and presentations Senior Projects of Ravena shall

be responsible for ensuring meals meet nutritional requirements established by the Food and Nutrition Board of the National Academy of Sciences National Research Council.

- Contract Award Amount - \$263,340.50
- Contract Term – 1/1/2024 – 12/31/2024
- Funding Source – 5.99% - Federal, 49.61% - State, 44.40% - County
- Budget Amendment – No
- Revenue Account – Aging -AA6772, 03782, 04778,

Respectfully Submitted,

Deborah C. Riitano  
Commissioner

cc: Hon. Dennis Feeney, Majority Leader  
Hon. Frank Mauriello, Minority Leader  
Rebekah Kennedy, Majority Counsel  
Arnis Zilgme, Minority Counsel