



Legislation Text

File #: TMP-2044, **Version:** 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

Contract authorization with Life Path (Senior Services of Albany) to provide Congregate Meals to older adults in Albany County.

| | |
|--------------------|----------------------------------|
| Date: | 10/16/2020 |
| Submitted By: | Patrick Dillon |
| Department: | Aging |
| Title: | Contract Administrator |
| Phone: | 518 447 7733 |
| Department Rep. | |
| Attending Meeting: | Deborah C. Riitano, Commissioner |

Purpose of Request:

- ☐ Adopting of Local Law
- ☐ Amendment of Prior Legislation
- ☐ Approval/Adoption of Plan/Procedure
- ☐ Bond Approval
- ☐ Budget Amendment
- ☒ Contract Authorization
- ☐ Countywide Services
- ☐ Environmental Impact/SEQR
- ☐ Home Rule Request
- ☐ Property Conveyance
- ☐ Other: (state if not listed) [Click or tap here to enter text.](#)

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- ☐ Contractual
- ☐ Equipment
- ☐ Fringe

- ☐ Personnel
- ☐ Personnel Non-Individual
- ☐ Revenue

Increase Account/Line No.: Click or tap here to enter text.
Source of Funds: Click or tap here to enter text.
Title Change: Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- ☐ Change Order/Contract Amendment
- ☐ Purchase (Equipment/Supplies)
- ☐ Lease (Equipment/Supplies)
- ☐ Requirements
- ☒ Professional Services
- ☐ Education/Training
- ☐ Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

- ☐ Settlement of a Claim
- ☐ Release of Liability
- ☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):

Life Path (Senior Services of Albany)
28 Colvin Avenue
Albany, New York 12206

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee: \$267,300.00

Scope of Services: Life Path (SSA) shall provide Congregate Meals to older adults in Albany County at the following established congregate meal sites; Westview, South Mall Towers, Cohoes Senior Center, Senior Center of Watervliet, Helderberg Senior Center, Ohav Shalom Apartments, Livingston School Apartments.

Bond Res. No.: Click or tap here to enter text.

Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Current Budget: Yes ☒ No ☐

County Budget Accounts:

Revenue Account and Line: A46772, 04774, 04778
Revenue Amount: \$31,983.82, \$22,607.00, \$212,709.18

Appropriation Account and Line: A96772, 44046
Appropriation Amount: \$267,300.00

Source of Funding - (Percentages)

Federal: 20%
State: Click or tap here to enter text.
County: 80%
Local: Click or tap here to enter text.

Term

Term: (Start and end date) 1/1/2021 - 12/31/2021
Length of Contract: 12 months

Impact on Pending Litigation Yes ☐ No ☒
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: 452
Date of Adoption: 11/12/2019

Justification: (state briefly why legislative action is requested)
Click or tap here to enter text.

The Department for Aging (DFA) requests legislative approval to enter into a renewal contract with Life Path (Senior Services of Albany), to provide Congregate Meal Services to older adults in Albany County and meet specific criteria as required by Albany County and NYSOFA. Life Path shall provide Congregate Meal Services to older adults at the following seven (7) locations, Westview Apartments, South Mall Towers, Cohoes Senior Center, Senior Center of Watervliet, Helderberg Senior Center, Ohav Shalom Apartments, and Livingston School Apartments. The Contractor shall serve 30,550 meals at their seven (7) congregate locations.

A Request for Proposal No. 2020-100 issued on August 20, 2020 requesting providers submit a proposal regarding Congregate Meals. There was a response to the RFP from six (6) providers. Five (5) proposals are existing Congregate Meal providers. The six (6) 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.

Senior Services of the Albany Area shall provide education presentations to program participants at the congregate meal site not less than six (6) times during the contract year. Life Path 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.