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DEBORAH C. RIITANO  
COMMISSIONER

## MEMORANDUM

**To: Pam O'Neill, Purchasing Agent, Purchasing Department**  
**From: Deborah Riitano, Commissioner, Department for Aging**  
**Date: August 26, 2022**  
**Re: Request for Proposal No. 2022-079**  
**Title: Home Delivered Meal Program**

Request for Proposal No. 2022-079 issued on June 30 and July 7, 2022 requesting providers submit a proposal regarding Home Delivered Meal. 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; Awarded - \$758,041.00
2. Peter Young Industries; Awarded – \$414,044.96
3. Senior Projects of Ravena; Awarded - \$176,290.60
4. Jewish Family Services; - \$33,210.00

Total Awarded to Providers - \$1,381,586.56

If you have any questions regarding this information give me a call at extension 7193.