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DEBORAH C. RIITANO  
COMMISSIONER

August 26, 2021

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 Colonie Senior Service Centers, to provide Congregate Meal Services to older adults in Albany County and meet specific criteria as required by Albany County and NYSOFA. Colonie Senior Service Centers shall provide Congregate Meal Services to older adults at the following five (5) locations, Beltrone Living Center, Bishop Broderick, Sheehy Manor, Guilderland Congregate Dining Site, and King Thiel Senior Community. The Contractor shall serve 17,500 meals at their five (5) congregate sites.

A Request for Proposal No. 2021-086 issued on June 17, 2021 requesting providers submit a proposal regarding Congregate Meals. There was a response to the RFP from six (6) 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.

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

1. Albany Jewish Community Center; Awarded - \$37,500.00
2. Allie B's Cozy Kitchen; Awarded - \$14,400.00
3. Colonie Senior Service Centers; Awarded - \$192,500.00
4. Green Island Senior Citizens; Awarded - \$49,275.00
5. Life Path (Senior Services of Albany); Awarded - \$285,810.12
6. Senior Projects of Ravena; Awarded - \$286,000.00

Total Awarded to Providers - \$865,485.12

Colonie Senior Service Centers shall provide nutrition education presentations to program participants at the congregate meal site not less than six (6) times during the contract year. Colonie Senior Service Centers 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 – \$192,500.00

Contract Term – 1/1/2022 – 12/31/2022

Funding Source – 90% - Federal, 10% - County

Budget Amendment – No

Revenue Account – Aging -AA6772, 04774, 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