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DEBORAH C. RIITANO
COMMISSIONER

October 16, 2020

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 Congregate Meal Services to older adults in Albany County and meet specific criteria as required by Albany County and NYSOFA. Senior Projects of Ravena will provide Congregate Meal Services to older adults at the following three (3) locations, Senior Projects of Ravena, Townsend Park, and Parkview Apartments. The Contractor shall serve 24,000 meals at their three (3) 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.

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

1. Albany Jewish Community Center; Awarded - \$36,975.00
2. Allie B's Cozy Kitchen; Awarded - \$10,800.00
3. Colonie Senior Service Centers; Awarded - \$181,500.00
4. Green Island Senior Citizens; Awarded - \$45,347.50
5. Life Path (Senior Services of Albany); Awarded - \$267,300.00

6. Senior Projects of Ravena; Awarded - \$246,960.00

Total Awarded to Providers - \$788,882.50

Senior Projects of Ravena shall provide nutrition education presentations to program participants at the congregate meal site not less than six (6) times during the contract year. 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 – \$246,960.00

Contract Term – 1/1/2021 – 12/31/2021

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