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DEBORAH C. RIITANO
COMMISSIONER

October 15, 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 (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;

Zone 3: Ravena, Coeymans, and South Bethlehem

Approximate number of meals serviced in these locations for 2021: **20,314**

A Request for Proposal No. 2020-091 issued on August 13, 2020 requesting providers submit a proposal regarding Home Delivered Meals. There was a response to the RFP from five (5) providers. Three (3) proposals are existing Home Delivered Meal providers. The five (5) 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 (SSA); Awarded - \$636,490.75
2. Peter Young Industries; Awarded - \$420,711.65
3. Senior Projects of Ravena; Awarded - \$165,439.00
4. Jewish Family Services of NENY; Awarded - \$81,900.00
5. Colonie Senior Services; Awarded - \$0

Total Awarded to Providers - \$1,304,541.40

The meal delivery shall include regular client monitoring, along with informing the community about the Home Delivered Meal program through education handouts and presentations. 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 - \$165,439.00

Contract Term – 1/1/2021 – 12/31/2021

Funding Source – 40.65%-Federal, 45.95%-State, 13.40%-County

Budget Amendment – No

Revenue Account – Aging -AA6772, 03782, 04775, 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