



NOTICE OF OLDER AMERICAN ACT FUNDING AVAILABLE INVITATION FOR BID/REQUEST FOR PROPOSAL

05/13/2021

As required, Sourcewise shall hold a competitive bid process Request for Proposal (RFP) for Older Americans Act programs which receive an aggregate allocation of more than \$100,000. Sourcewise announces the availability of Older Americans Act funding for the Fiscal Year 2021–2022 for: Title III C-2 Home Delivered Meals Nutrition Program.

Title III C Nutrition Program Goal: Assist older individuals in Santa Clara County to live independently, by promoting better health through improved nutrition, and reduced isolation through programs coordinated with nutrition-related supportive service. Aims to ensure older adults remain independent in their communities.

To reduce hunger and food insecurity and increase health and well-being of older individuals by assisting such individuals to gain access to nutrition to delay the onset of adverse health conditions resulting from poor nutritional health or sedentary behavior.

Total amount of funding available in Title III C-2 Home Delivered Meals Nutrition Program RFP is \$1,170,277.

Title III C-2 Home Delivered Meals: Sourcewise invites the submission of proposals to secure a contract with a qualified home delivered meals service provider to formally partner with Sourcewise to provide meal preparation, catering, and meal delivery services for the county-wide Sourcewise Meals on Wheels program which provided more than 550,938 frozen meals to more than 1,478 unduplicated older adults 60 and older between August 01, 2020 through April 30, 2021 in Santa Clara County.

All interested applicants, whether public, private, non-profit, or profit-making agencies are eligible organizations. Contract awards made to for-profit organizations must be approved by the California Department of Aging. All recipients of funds that are private agencies must be incorporated in order to safeguard the interests of the California Department of Aging and Sourcewise. Private individuals are not eligible to apply for this grant. The contract will be awarded to a bidder that can provide the meal preparation & delivery services directly or the bidder shall propose secure a formal agreement with a meal preparation & delivery service vendor in the proposal to provide service described in the RFP. **The bidder must provide to each participating older individual of the Meals on Wheels Program in their place of residence at minimum two meals daily for HDM recipients meeting two-thirds (2/3) of the current Dietary Reference Intake (DRI)¹ as determined by the Food and Nutrition Board, Institute of Medicine, National Academy of Science (2006) which are incorporated by reference.**

- **Program and funding requirements, application templates are available in the Sourcewise Invitation for Bid & Request for Proposal Procedure available on the Sourcewise website at: www.mysourcewise.com/about/grantees/.**

Issue Date of Proposals:

The release date for RFP are specific for each Title, please review carefully and plan accordingly.

Title III C-2 Home Delivered Meals

Monday, May 13, 2021

Applications, budget templates, instructions will become available based on the date above. The application, instructions and templates are available on the Sourcewise website at:

www.mysourcewise.com/about/grantees/

¹ 22 CCR § 7638.5



Eligible Organizations:

All interested applicants, whether public, private, non-profit, or profit-making agencies are eligible organizations. Contract awards made to for-profit organizations must be approved by the California Department of Aging. All recipients of funds that are private agencies must be incorporated in order to safeguard the interests of the California Department of Aging and Sourcewise.

Bidders Conference:

A Bidder's Conference will be scheduled on **Wednesday, May 26, 2021 from 1 p.m. – 2 p.m.** via teleconference. Contact Elizabeth Brown, to receive the conference ID at ebrown@mysourcewise.com subject line: "RFP Bidders Conference".

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 661-271-0327,,565591015#](tel:+16612710327565591015) United States, Santa Clarita

Phone Conference ID: 565 591 015#

Technical Assistance:

Contact Elizabeth Brown, ebrown@mysourcewise.com to ask questions related to the RFP Title III C-2 process.

Letter of Intent:

The Letter of Intent is required to be submitted by the bidder on/or before **Friday, May 28, 2021** to Sourcewise at 5:00 p.m. electronically to Elizabeth Brown at ebrown@mysourcewise.com.

The authorized signature is acceptable in two formats: (1) ink signature and scanned or (2) signed electronically using DocuSign or Adobe Acrobat with authentic digital signature submit the signed Letter of Intent to Elizabeth Brown at ebrown@mysourcewise.com.

All bidders must complete and return the letter of intent; partial submissions and alternative formats will not be accepted.

Proposal Due Date:

Complete paper & electronic proposals must be submitted to Sourcewise or they will not be considered for funding on **Monday, June 14, 2021 at 4:00 p.m.** The below submissions are required:

One (1) complete electronic proposal submitted by email to Elizabeth Brown at ebrown@mysourcewise.com.

And, one (1) original and four (4) hardcopies should be delivered or mailed to Sourcewise at, 3100 De La Cruz Blvd, Suite 310, Santa Clara, CA 95054

Funding Availability:

Proposals must be limited to the amount of funds that correspond to the specific program stated. Each of the allocations represents a planning estimate provided by the California Department of Aging and/or Federal Government and is subject to change. Funding is contingent upon the availability of state and federal funds, including the Sourcewise planning process.

Contract Period:

August 01, 2021 to June 30, 2022. Yearly contract renewals up to two years following the initial contract year is allowable at the discretion of the AAA subject to annual renegotiation and availability of federal, State, and local funding. The renewal contract term is from July 01 through June 30.