



Older American's Act (OAA)

Letter of Intent

This is to notify Sourcewise that the organization listed below has obtained and reviewed the Request for Proposal(s), issued on Monday January 27, 2025, for the OAA Nutrition Services. Our organization is interested in submitting a proposal in response to this RFP as indicated below:

Title III C2 Home Delivered Meals

Legal Name Of Organization:

Federal Employer Identification Number (EIN):

Legal Form of Organization (check one)

- Non-Profit 501(c)(3)
- Non-Profit 501(c)(4)
- Non-Profit Other (Specify):

- Government City Government
- Government County Government
- Government Special District of Local Government
- Government Other (Specify):

- For-Profit Corporation
- For-Profit Limited Liability Company (LLC)
- For-Profit Limited Partnership (LP)
- For-Profit General Partnership (GP)
- For-Profit Limited Liability Partnership (LLP)
- For-Profit Sole Proprietorship



My organization's initial qualifications to provide services are indicated by the following:

Please place a check mark by the appropriate response.

Yes	No	
		Organization staff are trained and experienced in working with seniors who are in the greatest economic need (22 CCR § 7125) and social need (22 CCR § 7127). The skills to direct group activities, facilitate discussion, provide informal counseling, and coordinate community resources and linkages for participants are required.
		Organization has established cooperative working relationship with community resources and maintain a list of social and therapeutic services to which referrals can be made, to assist older adults and their families with additional needs.
		Organization has experience with helping with client Activities of Daily Living (ADL) and/or health related tasks provided in a person home or other community settings (e.g. grocery stores, shopping).
		Organization has the ability to provide interpretation/translation in languages prevalent in the communities in which the contracted service will be provided.
		Organization has capability to provide insurance as follows: 1) General Liability of not less than \$1,000,000 per occurrence for bodily and property damage combined; 2) Automobile Liability including non-owned auto liability, of not less than \$1,000,000 for volunteers and paid employees providing contracted services; 3) Professional Liability of not less than \$1,000,000 as it appropriately relates to services rendered and coverage shall include errors and omissions; and 4) Workers Compensation insurance.
		Organization is not presently debarred or suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency.
		Organization has not, within the preceding three-year period, been convicted of or had a civil judgment rendered against it, and is not presently indicted for or otherwise criminally or civilly charged, for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
		Organization has not, within the preceding three-year period, had one or more public transactions (federal, state, or local) terminated for cause or default.
		Organization has experience with fiscal management and data collection and reporting for federal or state programs.
		If a corporation, limited liability company or partnership, or limited or general partnership, the organization's registration status is designated as <i>Active</i> by the California Secretary of State. (If bidder's entity is not one of the types listed, enter <i>N/A</i> .)
		If a non-profit organization, the organization's registration status is designated as <i>Current</i> or <i>Exempt-Active</i> by the California Department of Justice, Registry of Charitable Trusts. (If bidder is a for-profit organization, enter <i>N/A</i> .)

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Please complete the following:

Organization:

Mailing Address:

Telephone
Number:

Email Address:

Authorized
Signature:

Name
(Print or Type):

Title:

Date:

All three pages of this Letter of Intent, with authorized signature in ink, are due by 4:00 p.m. on Friday, January 31, 2025 to:

Sourcewise
Attention: AREA PLANNER
3100 De La Cruz Blvd, Suite
310 Santa Clara, CA 95054

AREA PLANNER
Dustin Gordon
dgordon@mysourcewise.com