

Notice of Funding Opportunity (NOFO) – Request for Qualified Applicants (RFQ)

Notice is hereby given that Clackamas County, by and through the Health, Housing and Human Services Department (H3S), Social Services Division, Aging and Disabled Services (“SSD-ADS”) is conducting a Notice of Funding Opportunity (NOFO) Request for Qualification (RFQ) process for the delivery of Older Adult Community services (nutrition, transportation and social services) for the City of Happy Valley.

Older Adult Community Services consist of the following services provided to residents of the Service Area (City of Happy Valley) age 60 and over.

- a) Nutrition Services: Home Delivered Meal/Meals on Wheels (at a minimum) and Congregate dining
- b) Social Services: Case Management/Reassurance, Information & Assistance
- c) Transportation: Community-based elderly & disabled transportation services for personal business purposes and grocery shopping

Any awards made under this NOFO will result in a Federal Subrecipient Grant Agreement between Clackamas County, by and through the Health, Housing and Human Services Department, Social Services Division-Aging and Disabled Services and the qualified Applicant.

To request that this NOFO be translated into another language, contact Stefanie Reid-Danielson at (503) 655-8330 or via email: stefanierei@clackamas.us

Aviso de Oportunidad de Financiamiento (NOFO) –
Solicitud de Candidatos Calificados (RFQ)

Por medio del presente aviso se comunica que el Condado de Clackamas, a través de los Servicios para Adultos Mayores y Personas con Discapacidades de la División de Servicios Sociales (“SSD-ADS”, por sus siglas en inglés) del Departamento de Servicios Humanos, de Salud y de Vivienda (H3S) está llevando a cabo un proceso de Solicitud de Calificación (RFQ, por sus siglas en inglés) de Aviso de Oportunidad de Financiamiento (NOFO, por sus siglas en inglés) para la prestación de Servicios Comunitarios para Adultos Mayores (nutrición, transporte y servicios sociales) para la Ciudad de Happy Valley.

Los Servicios Comunitarios para Adultos Mayores incluyen los siguientes servicios proporcionados a los residentes del área de servicio (Ciudad de Happy Valley) que tienen 60 años de edad o más.

- a) Servicios de nutrición: comidas entregadas a domicilio/Meals on Wheels (como mínimo) y comedores colectivos.
- b) Servicios sociales: administración de casos/reafirmación, información y asistencia.
- c) Transporte: servicios de transporte comunitario para adultos mayores y personas con discapacidades para fines personales y de compra de víveres.

Cualquier adjudicación realizada bajo este NOFO resultará en un Acuerdo de Subvención Federal de Adjudicatarios Indirectos entre el Condado de Clackamas, a través de los Servicios para Adultos Mayores y Personas con Discapacidades de la División de Servicios Sociales del Departamento de Servicios Humanos, de Salud y de Vivienda, y el/la candidato/a calificado/a.

Para solicitar la traducción de este NOFO a otro idioma, comuníquese con Stefanie Reid-Danielson al (503) 655-8330 o por correo electrónico: stefanierei@clackamas.us

资助机会通知 (NOFO)——合格申请人申请 (RFQ)

谨此通知克拉克默斯县正通过卫生、住房与公众服务部 (H3S)、社会服务分部老年人和残障人士服务部门 (“SSD-ADS”), 就向欢乐谷市提供老年人社区服务 (营养、交通和社会服务) 的资格申请 (RFQ) 流程, 开展一项资助机会通知 (NOFO)。

老年人社区服务包括向 60 岁及以上的服务区 (欢乐谷市) 居民提供以下服务。

- a) 营养服务: 送餐到家 / 上门送餐 (最少) 和聚会用餐
- b) 社会服务: 案例管理 / 保证、信息和协助
- c) 交通: 针对个人商务用途和超市 (杂货店) 购物、以社区为主的老年人和残障人士交通服务

根据本 NOFO 做出的任何裁定, 将导致克拉克默斯县通过卫生、住房与公众服务部、社会服务分部老年人和残障人士服务部门与合资格申请人达成联邦受助者补助金协议。

如需索取其他语言版本的 NOFO, 请致电 (503) 655-8330 或发送电子邮件至 stefanierei@clackamas.us, 与 Stefanie Reid-Danielson 联系。

Уведомление о доступности финансирования (NOFO) –
прием конкурсных предложений (RFQ)

В настоящем уведомлении сообщается о том, что администрация округа Клакамас посредством и в лице Отдела обслуживания престарелых и лиц с ограниченными возможностями здоровья Управления социального обеспечения (SSD-ADS) при Департаменте здравоохранения, жилищного и социального обеспечения (H3S) в рамках Уведомления о доступности финансирования (NOFO) объявляет о приеме конкурсных предложений (RFQ) по реализации программы общественных услуг (питание, транспорт и социальные услуги) для престарелых лиц, проживающих в городе Хеппи-Валли.

Общественные услуги для престарелых лиц включают в себя перечисленные ниже услуги, предоставляемые жителям, проживающим на территории зоны обслуживания (город Хеппи-Валли), в возрасте от 60 лет.

- a) Продовольственные услуги: доставка еды на дом/программа «Meals on Wheels» (как минимум) и общественное питание.
- b) Социальные услуги: социальное сопровождение/поддержка, информация и помощь.
- c) Транспортные услуги: услуги местных транспортных служб для престарелых и лиц с ограниченными возможностями для личных поездок и поездок в магазин.

Любые гранты, выделенные в рамках настоящего уведомления NOFO, приведут к заключению соглашения о выделении федерального гранта получателю между администрацией округа Клакамас посредством и в лице Отдела обслуживания престарелых и лиц с ограниченными возможностями здоровья Управления социального обеспечения при Департаменте здравоохранения, жилищного и социального обеспечения, и правомочным заявителем.

Для того, чтобы обратиться с запросом о переводе на другой язык текста настоящего уведомления о приеме заявок на финансирование (NOFO), обращайтесь к Стефани Рейд-Даниэльсон по тел. (503) 655-8330 или по эл. почте: stefanierei@clackamas.us

Notice of Funding Opportunity (NOFO) – Request for Qualified Applicants (RFQ)

Notice is hereby given that Clackamas County, by and through the Health, Housing and Human Services Department (H3S), Social Services Division, Aging and Disabled Services (“SSD-ADS”) is conducting a Notice of Funding Opportunity (NOFO) Request for Qualification (RFQ) process for the delivery of Older Adult Community services (nutrition, transportation and social services) for the City of Happy Valley.

OVERVIEW:

This preliminary Request for Qualification (RFQ) will determine which organizations are qualified to make an offer to provide Nutrition Services, Social Services and/or Transportation, for the City of Happy Valley services through a detailed Request for Proposal (RFP).

SSD-ADS receives supportive federal Older Americans Act Title III funds and state funds to help support the system and has the responsibility to plan, develop, and coordinate services for a comprehensive delivery system for citizens age 60 and older. Since Older Americans Act funding is supportive funding, the expectation is that applicants have the means to meet match requirements, 11.13% for nutrition programming, as well as cover the majority of program costs. Current awards cover less than 30% of the cost of total program delivery.

Older Americans Act funded program services are age based. Any persons over age 60 residing in the designated service area is qualified to receive services. Per the Civil Rights Act of 1964, no person qualified to receive services shall, on the basis of race, color, or national origin, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any County program, service or activity.

This process may result in Subrecipient Grant awards to multiple providers during fiscal year 2020-21 (July 1, 2020 - June 30, 2021) that will be effective as early as September 1, 2020. With satisfactory performance, any Subrecipient Grant Agreement issued through this award process may be renewed annually for four additional years.

Awards amounts will be based on available funding, service area, and anticipated persons served. The initial award has not yet been determined and is dependant on services provided. The City of Happy Valley may be willing to provide some additional financial support for service delivery to the qualified applicant.

Reporting is submitted to SSD-ADS on a monthly basis and must include completed client activity logs as well as nutrition program reports. These report must accompany the monthly reimbursement requests.

If any of our existing providers that wish to providing services to a new service area must submit a letter of intent to expand services as part of this RFQ process. Letters of Intent must be received within the RFQ deadline outlined in Section (9) of the Request for Qualifications below.

SERVICES:

Older Adult Nutrition Program:

- a) Congregate and Home Delivered meals for older adults age 60 and older. Meals offered under this program must meet the requirements outlined in the State of Oregon, Dept. of Human Services, State Unit on Aging's Oregon Congregate and Home-Delivered Nutrition Program Standards.
 - i. Food Service is the production of meals for the congregate and home delivered meal recipients. Each meal must contain at least one-third of the Recommended Dietary Allowance (RDA) as established by the Food and Nutrition Board, National Research Council - National Academy of Science. A unit is one meal prepared and served/ delivered.
 - ii. Meal Site Management includes such tasks as: supervising final on-site preparation and serving/delivery of meals to eligible congregate and home-delivered participants; recruiting, training, scheduling and monitoring program volunteers; determining eligibility of participants – including home visits to home delivered meal participants; collecting and accounting for participant donations; completing and submitting required budget and program reports, providing events and activities for meal site participants; meeting with meal site Advisory Committee; and publicizing meal site in the community to enhance visibility and encourage participation. One unit is one meal served/delivered.
- b) The successful Home Delivered Meal provider will also become the Medicaid Home Delivered Meal provider for this designated service area.

The Older Adult Social Services:

- a) Case Management - an in-depth interview with a client to provide access to an array of service options to assure appropriate levels of service and to maximize coordination in the service delivery system. Case management must include four general components: access, assessment, service implementation, and monitoring
- b) Reassurance - Regular friendly telephone calls and/or visits to physically, geographically or socially isolated registered clients that are receiving services to determine if they are safe and well, if they require assistance, and to provide reassurance
- c) Information & Assistance - Consists of request for assistance locating resources to meet a specific need, or assistance prioritizing and locating resources to meet multiple needs

Transportation Services:

- a) To provide one-way rides for older persons. The goal is to ensure that transportation needs are met for those who are unable to meet their transportation needs independently. OAA funded rides are scheduled for persons who are age 60 and older for trips to medical appointments, clinics, personal business and to senior center activities.

REQUEST FOR QUALIFICATIONS:

1. Brief description and history of your organization, including relevant experience providing the service proposed for contracting.
 - a) Nutrition Services: Home Delivered Meal/Meals on Wheels (at a minimum) and Congregate dining.

- i. Would you cook meals on location or purchase meals from a food service provider?
 - ii. How will you deliver Home Delivered Meals to program participants?
 - iii. How/Where will you provide congregate dining?
 - b) Social Services: Case Management/Reassurance, Information & Assistance
 - i. Provide staff certifications for service delivery. i.e. Social Worker, MSW, etc.
 - c) Transportation: Community-based elderly & disabled transportation services for personal business purposes, grocery shopping and to/from meal site if offering Congregate dining.
2. Description of Insurance and Bonding procedures. (Note: At the expense of the Applicant, Clackamas County requires a \$1,000,000 liability policy which includes the County as an additional insured and holds Clackamas County harmless.)
3. Evidence of your organization's legal power to contract, be incorporated and have legal authority to operate in Oregon and enter into contracts or other legal agreements. Your organization must also be currently registered in both DUNS and SAM as well as not be prohibited from receiving federal funds.
4. A statement of fiscal solvency. (Note: Your organization must be able to ensure working capital to cover program expenses for at least 60 days.)
5. Evidence of a certified audit, I-990 filing for Non-profits, or an independent financial review for small companies was performed within the last two years.
6. A statement that your organization adheres to Equal Opportunity Employer Affirmative Action standards and has adequate personnel policies in effect.
7. An up-to-date organizational chart of existing structure and chart showing where proposed service would fit into that structure.
8. Brief description of:
 - a) Ability to provide direct services to clients.
 - i. Case Management/Reassurance
 - ii. Information & Assistance
 - iii. Nutrition Services – Home Delivered Meals and/or Congregate
 - iv. Transportation Services
 - b) Ability to transport food from meals preparation site to program participants while maintaining safe food temperatures.
 - c) Any plans to subcontract service where capacity for direct services is limited.
9. Responses must be received via email by 4:00 p.m., July 3, 2020.
Submit via email: stefanierei@clackamas.us

Clackamas County encourages bids from Minority, Women, and Emerging Small Businesses

SSD-ADS may reject any offer not in compliance with all prescribed procedures and requirements, and may reject for good cause any or all offers upon a finding by SSD-ADS it is in a public interest to do so.

June 2020: City of Happy Valley NOFO

Responses will be evaluated Pass/Fail on:

- a) previous experience in providing services to older adults,
- b) capacity for providing services to service area (City of Happy Valley)
- c) financial ability to support provision of services

You will receive written notice of the results of your RFQ. Those accepted as qualified to provide services, including any current providers, will be sent the Request for Proposal (RFP) package.

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TIMELINE FOR
City of Happy Valley OAA Programming NOFO

<u>DATE</u>	<u>ACTION TO BE TAKEN</u>
Jun. 19- Jul 3, 2020	Advertise and Distribution of NOFO/RFQ
Jul. 3, 2020	RFQs due in CCSS office by 4:00 p.m. Submit via email: stefanierci@clackamas.us
Jul. 6-7, 2020	Staff review of RFQ replies
Jul. 8, 2020	RFP disseminated
Jul. 13, 2020	Proposers' Zoom Conference 1:00 - 3:00p.m
Jul. 27, 2020	RFPs due in CCSS office by 4:00 p.m. Submit via email: stefanierci@clackamas.us
Jul. 29 2020	Evaluation Committee review of RFPs; rating; contractor selection recommendation
Jul. 30, 2020	Successful offeror announced
Jul. 31-Aug 6, 2020	Appeal period
Aug. 7, 2020	Contract sent to successful offeror for signature
Aug. 17, 2020	Signed contract returned to CCSS by successful offeror
Sept. 3, 2020	Clackamas County Board of County Commissioners meeting - contract approval
Sep. 1, 2020	Contract begins