



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: September 10, 2019

DATE: Tuesday, September 03, 2019

TO: Board of County Commissioners

FROM: Amber Howell, Director, Social Services
(775)785-8600, ahowell@washoecounty.us

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to award of Request for Proposal (RFP) #3089-19 to Valley Services, Inc. in support of the Washoe County Human Services Agency Senior Nutrition Program, including congregate and Meals on Wheels services, for the period of October 1, 2019 to September 30, 2020 with the provision for four (4), one (1) year renewals, in an amount not to exceed [\$1,387,604] annually; and if approved authorize the Purchasing and Contract Manager to execute the Agreement. (All Commission Districts)

SUMMARY

Recommendation to award of Request for Proposal (RFP) #3089-19 to Valley Services, Inc. in support of the Washoe County Human Services Agency Senior Nutrition Program, including congregate and Meals on Wheels services, for the period of October 1, 2019 to September 30, 2020 with the provision for four (4), one (1) year renewals, in an amount not to exceed [\$1,387,604] annually; and if approved authorize the Purchasing and Contract Manager to execute the Agreement.

Washoe County Strategic Objective supported by this item: Safe, secure and healthy communities.

PREVIOUS ACTION

No previous action.

BACKGROUND

Washoe County Human Services Senior Services Division (Senior Services), acting on behalf of Washoe County, is responsible for the operation of all facilities, administration of all funds received, including Federal, State and local grants, property tax, and voluntary donations, in conjunction with the Senior Nutrition Program.

AGENDA ITEM # _____

The funds for the Senior Nutrition Program comes from a variety of sources: the Older Americans Act Title 111(c) for congregate and home delivered meal contracts through the State of Nevada Aging and Disability Services Division (ADSD); USDA/NSIP (United States Department of Agriculture/Nutrition Services Incentive Program) funding; local soup revenue; WIN (Waiver for Independent Nevadans) funding; program income, a contract with Storey County, donations, and matching funds for ADSD funds from the County Ad Valorem tax specifically set aside for senior programming and Indigent Funds.

The Federal requirements for the senior nutrition funding require Senior Services to provide and distribute one (1) meal per day per client, for two hundred and fifty (250) days per year, for an annual total of approximately 410,000 meals.

Request for Proposal (RFP) #3089-19 was released on April 10, 2019 and bids were due May 22, 2019. The bids were reviewed by Washoe County Human Services Agency and Valley Services, Inc. was found to be the most responsive, responsible bid.

FISCAL IMPACT

This Agreement is funded by a variety of sources. Should the Board approve this agreement there will be no additional impact to the Human Services Agency's FY20 adopted budget as authority exists within Fund 221 and Fund 225.

Funds are anticipated to be requested and approved for all future fiscal years applicable to Agreement renewals.

RECOMMENDATION

Recommendation to award of Request for Proposal (RFP) #3089-19 to Valley Services, Inc. in support of the Washoe County Human Services Agency Senior Nutrition Program, including congregate and Meals on Wheels services, for the period of October 1, 2019 to September 30, 2020 with the provision for four (4), one (1) year renewals, in an amount not to exceed [\$1,387,604] annually; and if approved authorize the Purchasing and Contract Manager to execute the Agreement.

POSSIBLE MOTION

Should the Board approve, a possible motion would be: "Move to award of Request for Proposal (RFP) #3089-19 to Valley Services, Inc. in support of the Washoe County Human Services Agency Senior Nutrition Program, including congregate and Meals on Wheels services, for the period of October 1, 2019 to September 30, 2020 with the provision for four (4), one (1) year renewals, in an amount not to exceed [\$1,387,604] annually; and if approved authorize the Purchasing and Contract Manager to execute the Agreement."