

Date: April 3, 2017

## NOTICE OF INTENT TO AWARD

This communication serves as the official Notice of Intent to Award contract(s) for the Request for Proposal (RFP) for Services for Older Adults and Persons with Disabilities (RFP# 2017\_AAS\_01) issued on January 5, 2017 and due February 10, 2017.

The County received RFP proposals from the following applicants:

- Alzheimer's Disease and Other Related Diseases, Inc.
- Catholic Charities
- City of Belmont – Twin Pines Senior and Community Center
- City of Daly City
- City of East Palo Alto
- City of Menlo Park
- City of Pacifica
- City of San Bruno
- City of San Mateo
- City of South San Francisco
- Coastside Adult Day Health Center
- Daly City Community Partnership Collaborative
- Edgewood Center for Children and Families
- Family Caregiver Alliance
- Kimochi, Inc.
- Legal Aid Society of San Mateo County
- Ombudsman Services of San Mateo County, Inc.
- Peninsula Family Service
- Peninsula Volunteers, Inc.
- Self Help for the Elderly
- Senior Coastsiders
- Sutter Bay Hospitals / Mills-Peninsula Healthcare Services

The Review Committees met between March 9-14, 2017 to discuss the proposals.

Based on the recommendation of the Review Committee the following contractors were selected to provide services for San Mateo County Aging & Adult Services in the following program areas:



**Adult Day Care (ADC) / Adult Day Health Care (ADHC)**

- Catholic Charities - ADC
- City of South San Francisco – ADC
- Peninsula Volunteers, Inc. – ADC
- Coastside Adult Day Health Center – ADHC
- Sutter Hospitals / Mills Peninsula Health Services – ADHC

**Congregate Nutrition**

- City of Belmont – Twin Pines Senior and Community Center
- City of Daly City, Doelger Senior Center and Lincoln Community Center
- City of East Palo Alto
- City of Pacifica
- City of San Bruno
- City of San Mateo
- Peninsula Family Service
- Self Help for the Elderly
- Senior Coastsiders

**Family Caregiver Support Program – Serving the Elderly**

- Alzheimer’s Disease and Other Related Diseases, Inc.
- Coastside Adult Day Health Center
- Family Caregiver Alliance
- Kimochi, Inc.
- Legal Aid Society of San Mateo County
- Sutter Hospitals / Mills Peninsula Health Services

**Family Caregiver Support Program – Serving the Child**

- Edgewood Center for Children and Families

**Health Promotion**

- Sutter Hospitals / Mills Peninsula Health Services

**Health Insurance Counseling and Advocacy (HICAP)**

- Self Help for the Elderly

**Home Delivered Meals (Meals on Wheels) and Supplemental Home Delivered Meals**

- City of Pacifica
- Peninsula Volunteers, Inc.
- Self Help for the Elderly
- Senior Coastsiders

**Information and Assistance**

- Daly City Peninsula Partnership Collaborative
- Peninsula Family Service
- Self Help for the Elderly
- Senior Coastsiders

**Legal Assistance / Kids in Crisis / Clients' Rights Advocates**

- Legal Aid Society of San Mateo County

**Senior Ombudsman / Under 60 Ombudsman Programs**

- Ombudsman Services of San Mateo County, Inc.

**Transportation**

- Catholic Charities
- City of Belmont – Twin Pines Senior and Community Center
- City of East Palo Alto
- City of Menlo Park
- City of Pacifica
- City of San Bruno
- City of South San Francisco
- Peninsula Volunteers, Inc.
- Senior Coastsiders

**Protest and Protest Period (April 3, 2017 – April 7, 2017)**

This notice serves to begin the official protest period to conclude April 7, 2017. If a proposer desires to protest the selection decision, the proposer must submit by facsimile or email a written protest within five (5) business days after the delivery of the notice about the decision. The written protest should be submitted to the Director of Aging and Adult Services as outlined below. Protests received after the deadline will not be accepted. Protests must be in writing, must include the name and address of the proposer and the RFP number, and must state all the specific grounds for the protest. A protest that merely addresses a single aspect of the selected proposal (for example, comparing the cost of the selected proposal in relation to the non-selected proposal) is not sufficient to support a protest. A successful protest will include sufficient evidence and analysis to support a conclusion that the selected proposal, taken as a whole, is an inferior proposal.

The County will respond to a protest within ten (10) business days of receiving it, and the County may, at its election, set up a meeting with the proposer to discuss the concerns raised by the protest. The decision of the County will be final. The protest letter must be sent as follows:

Lisa Mancini, Director, Aging and Adult Services  
[lmancini@smcgov.org](mailto:lmancini@smcgov.org)  
Facsimile: 650-573-2193

**Next Steps**

After the protest period concludes, Aging & Adult Services can begin contract negotiation including service levels and funding allocations with successful proposers. The process will culminate with the execution of contracts/agreements. Successful proposers will be notified by the Program Manager on specific details regarding the next steps of this process.