



Date: August 15, 2024

## 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 Modernization funding (OM) for the Older Californians Act services RFP for Aging and Adult Services of San Mateo County issued on May 13, 2024 and due June 21, 2024.

The County received RFP proposals from the following applicants:

- Catholic Charities
- Coastside Adult Day Health Center
- Family Caregiver Alliance
- Peninsula Volunteers, Inc.
- Puente de la Costa Sur
- Senior Coastsiders

The Review Committee met on July 22, 2024 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:

- Catholic Charities
  1. Case Management Program
- Peninsula Volunteers, Inc.
  1. Senior Volunteer Development and Coordination
  2. Nutrition Infrastructure Improvements
  3. PVI Got Groceries Program
  4. Brown Bag Program
  5. Grab and Go Program



- Family Caregiver Alliance
  1. Caregiver Respite Services
- Senior Coastsiders
  1. Case Management Program
  2. Enhanced Transportation
  3. Senior Volunteer Development and Coordination
  4. Intergenerational Activities
  5. Nutrition Infrastructure Improvements
  6. Title IIIC2 program
- Coastside Adult Day Health
  1. Case Management Program
  2. Enhanced Transportation
- Puente de la Costa Sur
  1. Groceries Program
  2. Enhanced Transportation





**Protest and Protest Period (August 16, 2024 – August 22, 2024)**

This notice serves to begin the official protest period to conclude August 22, 2024. If a proposer desires to protest the selection decision, the proposer must submit by 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 name, 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:

Lee Pullen, Aging and Adult Services  
[lpullen@smcgov.org](mailto:lpullen@smcgov.org)

**Next Steps**

After the protest period concludes, Aging & Adult Services can execute contracts with successful proposers. Successful proposers will be notified by the Program Manager on specific details regarding the next steps of this process.

