



February 27, 2023

Prospective Provider Agencies:

Aging Ahead will accept service and program proposals from qualified providers for these programs:

- Title IIIB In Home Personal Care Services
- Title IIIB In Home Homemaker Services
- Title IIIB Adult Day Services
- Title IIIB Visiting Services

until 4 PM, Friday, April 7, 2023. Bid applications must be submitted electronically. The request for proposal forms are available online at www.agingahead.org . Contracts may be extended to cover a total of three (3) years. Completed proposals must be submitted no later than this deadline in order to be considered for award.

Programs should target the 60+ population of the ***Aging Ahead*** service area, with particular emphasis on those most socially and/or economically needy. **There will be a Bidder's Conference via Zoom on March 6, 2023 at 1:00PM to answer any questions regarding the proposal forms. To attend the Bidder's Conference, please email chustedde@agingahead.org.**

Please review the Request for Proposal packet carefully, making sure to address all requirements and specifications applicable to your service.

Thank you for your interest in quality service delivery for the older adult population in Jefferson, Franklin, St. Charles and St. Louis counties.

Sincerely,

Christine Hustedde
Chief Operating Officer



CONTENTS OF RFP

Part I (General Packet):

- I. Letter-Contents-Checklist
- II. Overview
- III. Application for Funds
- IV. *Aging Ahead* Service Providers Manual
- V. *Aging Ahead* Proposal Review Evaluation

Part II (Select Packet for Service You Wish to Bid On):

- I. Specifications of Service for Which Proposal Will Be Submitted
- II. Sample Report Forms

Monday, FEBRUARY 24, 2020	PROPOSALS AVAILABLE AT NOON
Monday, MARCH 16, 2020	Bidders Conference, 10 a.m., <i>Aging Ahead</i> Conference Room
Friday, MARCH 27, 2020	PROPOSALS MUST BE PHYSICALLY RECEIVED AT AGING AHEAD OFFICE, 4 P.M. (NO EXCEPTIONS) Must be mailed or hand delivered.
Monday, MARCH 30, 2020	Public Opening at <i>Aging Ahead</i> Office, 10 a.m.

PROPOSAL CHECK LIST

REQUEST FOR PROPOSAL FOR SENIOR SERVICES

Aging Ahead

CONTRACT PERIOD JULY 1, 2020 - JUNE 30, 2021

Failure to include any of the following items may result in the proposal being disqualified.

- _____ Accurate Budget
- _____ Identification of non-federal match budget items with an asterisk (*) or **bold print**
- _____ Identification of administrative costs with an "A"
- _____ Signed assurances
- _____ Copy of current insurance
- _____ Affirmative action plan
- _____ Demonstration of ability to meet requirements of the Americans With Disabilities Act