

**COUNTY OF LOS ANGELES  
WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES  
PROCUREMENT FOR SERVICES ENTITLED:  
REQUEST FOR PROPOSALS  
ELDERLY NUTRITION PROGRAM SERVICES  
AAA/ARPA-ENP-2223 RFP  
ADDENDUM ONE**

In accordance with Subparagraph 4.4 (County's Right to Amend Request for Proposals) of the RFP, County has the unlimited right to amend this RFP by written addendum at any time before the required submission date. As such, this Addendum One is hereby issued for this RFP to address the following elements:

**PART I (CHANGES TO THE RFP)**

A. RFP Subparagraph 3.2.3.2 is deleted in its entirety and replaced as follows:

3.2.3.2 Proposer shall provide a resume and diploma or certificate for each Staff and such Staff shall be listed on Proposer's completed Appendix D (Required Forms), Form D24.1 (Proposed Budget); Appendix D (Required Forms), Form D24.2 (Proposed Budget); Appendix D (Required Forms), Form D24.3 (Proposed Budget); Appendix D (Required Forms), and Form D24.4 (Proposed Budget).

B. RFP Subparagraph 3.2.3.3 is added as follows:

3.2.3.3 County will verify staffing requirements are met after award and prior to commencing the Services. County reserves the right to rescind the award should the staffing requirements not be met at the start of the contract period.

**PART II (ATTACHMENTS TO ADDENDUM ONE)**

A. Attachment 1 (AAA/ARPA-ENP-2223 RFP Questions and Answers Addendum One) is added as an addendum to this RFP.

B. Attachment 2 (Approved Caterers for FY 2021-22) is added as an addendum to this RFP.

**ATTACHMENT 1  
AAA/ARPA-ENP-2223 RFP  
ADDENDUM ONE  
QUESTIONS AND ANSWERS**

Pursuant to the RFP Subparagraph 7.5 (Proposer's Questions), this Question and Answer (Q&A) document provides answers to questions received in response to RFP No. AAA/ARPA-ENP-2223 RFP. The Q&A have been summarized/edited to capture the essence of the speaker's communication without losing its integrity. Please note that similar questions may have been combined and answered together.

**1. Where can we find the RFP?**

RFP can be found at: <https://wdacs.lacounty.gov/aaa-arpa-enp-2223-rfp/>

**2. When does the contract start?**

The contract starts on July 1, 2022.

**3. What is the contract term?**

The contract term is one year with three annual options to renew.

**4. Is there a limit as to the number of entities who will be involved in the Program? Is this being awarded to one vendor or multiple vendors?**

In accordance with RFP Subparagraph 1.1.2, County anticipates awarding at least one (1) Contract for each Region to Successful Proposer who demonstrates that it is responsive, responsible, qualified, and has the capacity to provide Program Services under the requirements of the Contract (Appendix A (Sample Contract)).

**5. Great Plates was run by the City of LA. Will there be a similar entity running this program?**

Elderly Nutrition Program is administered by the County of Los Angeles through its department of Workforce Development, Aging and Community Services (WDACS).

**6. Does the data provided in Appendix P (Service Delivery Data) include the meals delivered to clients who were enrolled in the Great Plates Program?**

No. The data provided in Appendix P (Service Delivery Data) does not include meals delivered to clients who were enrolled in the Great Plates Program.

**7. Is ENP a new program or has there been an entity who has performed these services (per region) in the past?**

The Elderly Nutrition Program is not a new program. Nutrition Services (per region) have been provided by the non-profit agencies. The County of Los Angeles is the current administrator of ENP and provides services through its network of service providers that were procured in the previous competitive solicitation.

**8. Is it possible to see a sample proposal?**

Sample Proposal is not available as this is a competitive procurement. For information on preparation of the proposal and proposal format, please refer to RFP Subparagraphs 7.8, 7.9 and 7.10 (pages 39-75 of the RFP).

**9. Are you still receiving proposals for this RFP?**

The final proposal due date and time is Monday, May 16, 2022, 2:00 p.m. (PT). Please refer to Subparagraph 7.3 (RFP Timetable) for additional information.

**10. Can you provide a listing of all the cities that make up each Region?**

Please refer to Appendix P (Service Delivery Data) as it includes a listing of the cities for each Region.

**11. The WDACS website has a list of providers for ENP, however it doesn't list them by region. Would you be able to provide a list of the providers by region?**

<b>Elderly Nutrition Providers</b>	<b>Region</b>
Human Services Association	Mid Gateway Cities and West Gateway Cities (including Central Los Angeles)
Jewish Family Services	Westside Cities
YWCA of San Gabriel Valley	San Gabriel Valley (including San Fernando Valley)
Santa Clarita Valley Committee on Aging	Santa Clarita Valley and Antelope Valley
Southeast Area Social Services Funding Authority	East Gateway Cities
Torrance South Bay YMCA	South Bay

**12. Where can the Statement of Work be found?**

Exhibit A (Statement of Work) is the first exhibit included under Appendix A (Sample Contract). Appendix A (Sample Contract) may be accessed here: <https://wdacs.lacounty.gov/wp-content/uploads/2022/04/2-Appendix-A-Sample-Contract-ENP-Final.pdf>

**13. Can the proposal be submitted in a zip file format?**

As indicated in Subparagraph 7.11.3.1, Proposal shall be submitted as a PDF document(s). The PDF documents may be sent in a zipped file. If the full Proposal cannot be submitted as one file due to size restrictions Proposer shall make full attempt to submit the complete Proposal in the least number of attachments possible (e.g., must save the complete Proposal as one PDF document first and, if necessary, split the document into the least number of parts possible when submitting the Proposal in multiple emails). Proposer shall include clear descriptions of the content(s) of each attachment. Also please note that Proposer accepts sole responsibility for ensuring that the Proposal submitted as an electronic PDF/scanned document(s) are free from defects and can be accessed by County. When County cannot access the Proposal, it may be rejected and deemed nonresponsive.

**14. Can services be provided to only a portion of a Region?**

No. Proposals will only be accepted from organizations who can provide services to an entire Region.

**15. The RFP mentions collaboration and partnership. Can non-profit organizations partner with a restaurant or a for-profit organization to submit a Proposal?**

Each organization interested in applying is responsible for submitting their own Proposal. Joint Proposals from multiple organizations will not be accepted. However, subcontracting is allowable. Please see response to Question #50 for subcontracting.

**16. What is the potential daily meal count? Are the number of meals identified in Appendix P (Service Delivery Data) the minimum meals an organization must serve per service category/Region?**

The meal count depends on the Congregate Meal site and Home-Delivered Meal route that Proposer is contracted to serve. This number may vary by site and region. Please refer to Appendix P (Service Delivery Data) for additional information. The number of meals identified per service category in Appendix P (Service Delivery Data) is the minimum level of service that is required for an organization to serve in each region.

**17. How many days per week are meals served?**

Providers serve one (1) meal per day between five (5) to seven (7) days per week based on funding availability.

**18. Does an organization need to operate all the congregate meal site locations per region identified in Appendix P?**

Yes. Service Providers must operate all congregate meals site locations listed in Appendix P for each region.

**19. The RFP states that Proposal should only be submitted for existing congregate meal sites and home delivered meal routes. Does this mean we are not able to add new clients to the Program?**

ENP Service Providers may add new clients to existing congregate meal sites and home-delivered meal routes to the extent that their allocated funding allows.

**20. Are congregate sites expected to be open for in-person dining when the contract starts in July or will they be operating as they currently are, grab and go?**

Service Providers will be expected to resume in-person dining at congregate meal sites when they have the capacity to do so in a manner that is safe for all involved.

**21. What are the home delivery routes for Fiscal Year 2022-2023? Where can they be found?**

Each agency is responsible for developing their home delivery routes according to the home delivered clients they serve in their region. The AAA does not set home delivery routes.

**22. Home Delivered Meal Services include hot meals, frozen meals, and emergency meals. Can you explain how to determine which of those meal types we should provide?**

Home-Delivered meals may consist of hot, cold, or frozen meals. However, Service Providers must obtain permission from County in writing prior to providing frozen Home-Delivered meals. Service Providers must also provide a minimum of three (3) shelf-stable emergency meals per fiscal year to each Home-Delivered Meals client. Please refer to Appendix A (Sample Contract), Exhibit A (Statement of Work), Subsection 10.0 for additional details.

**23. What is the expected volume of meals per region?**

The minimum number of meals varies by service type (Congregate or Home-Delivered meals) and region. Service Providers are expected to serve, at minimum, the same number of meals that are indicated in Appendix P (Service Delivery Data) for each service type and region. Please refer to Appendix P for further details.

**24. What is the ratio expectation between service of frozen meals and hot meals for home delivered service?**

County does not establish an expectation or ratio between the types of meals that are served. It is up to the Provider to determine the meal types to be served based on the Client's needs.

**25. Of the total number of projected meals, what is the anticipated ratio of congregate meals to home delivered meals?**

The minimum number of meals varies by service type (Congregate or Home-Delivered meals) and region. Service Providers are expected to serve, at minimum, the same number of meals that are indicated in Appendix P (Service Delivery Data) for each service type and region. Please refer to Appendix P for further details.

**26. RFP Subparagraph 1.1.3 states "Proposals submitted to provide Program Services for current/existing Congregate Meal sites and Home-Delivered Meal Clients on a current/existing route". Does this mean that this established ratio should be used for cost calculations?**

Yes. Please utilize data in Appendix P (Service Delivery Data) to assist with cost calculations. Please refer to Appendix P.

**27. RFP Subparagraph 2.2.4.1 indicates Proposer shall provide Services a minimum of 5 days, 8 hours per day. Does this mean we need to serve food at the site for eight hours every day?**

No. Service Providers are not expected to serve meals at congregate meal site for eight (8) hours per day. However, Service Provider is expected to be available to clients, potential clients, and County representatives during regular business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. Please refer to Appendix A (Sample Contract), Exhibit A (Statement of Work), Subsection 7.0 for additional details.

**28. Does delivery of meals have to be daily or is it allowable to deliver multiple meals on a single day, for example: deliver meals on Monday for Monday and Tuesday and on Wednesday for Wednesday, Thursday, Friday, and Saturday?**

Home-delivered meals may be delivered in multiple quantities as long as meals are delivered in a manner that maintains appropriate temperatures and within timeframe specified in Appendix A (Sample Contract), Exhibit A (Statement of Work), Subsections 10.3.7 and 10.3.8.

**29. Will the provider be responsible for delivering meals or will pick up and/or delivery be provided or handled by County/other party?**

Service Providers are responsible for delivering Home Delivered Meals to the homes of eligible Home Delivered Meal clients. Please refer to Appendix A (Sample Contract), Exhibit A (Statement of Work), Subsection 10.3.1 for additional details.

**30. Do frozen meals and shelf stable meals need to meet the 1/3 dietary reference intake requirements?**

Each ENP meal, including hot, frozen, and emergency meals, shall provide a minimum of one-third (1/3) of the Dietary Reference Intakes. Please refer to Appendix A (Sample Contract), Exhibit A (Statement of Work), Subsection 10.1.2.1 for additional details.

**31. Will nutritional requirements change when/should the emergency directives be lifted?**

Certain flexibilities in meeting ENP meal nutritional requirements regarding sodium, fat, whole grain, and fiber requirements are currently being allowed during the current Major Disaster Declaration (MDD). These flexibilities will be phased out once the MDD ends.

**32. Where can we find the requirements for staffing?**

You can refer to Appendix A (Sample Contract), Exhibit A (Statement Work), Section 6.3 (Contractor's Personnel) for information and requirements pertaining to staffing.

**33. Are resumes required for all the organization's staff?**

No. Resumes are required only for the Mandatory Staff identified in Appendix A (Sample Contract), Exhibit A (Statement of Work).

**34. In which part of the Proposal should mandatory staffs' certificates be included?**

Qualifications of mandatory staff should be included in Section B (Executive Summary) of the Business Component.

- 35. Do all mandatory staff have to be employed by the organization at the time the Proposal is submitted? If the staff person is not hired yet, would a job description of the duties be sufficient to meet the requirement?**

No. All mandatory staff do not need to be employed by the organization at time of proposal submission, however all mandatory staff must be employed by the start of the contract period (July 1, 2022). Providing a job description of the staff's duties will be acceptable at time of proposal submission if the staff is not yet employed. County will verify staffing requirements are met after award and prior to commencing the Services. County reserves the right to rescind the award should the staffing requirements not be met at the start of the contract period.

- 36. Is a food handler's license the only certificate needed for this Program?**

Please refer to Appendix A (Sample Contract), Exhibit A (Statement of Work) Subsection 6.3 for Contractor's Personnel certification requirements. Both Project Manager and Food Service Manager are required to be HAACP and ServSafe certified. Additionally, Site Manager and Home-Delivered Meals Coordinator are required to be ServSafe certified.

- 37. Do staff need to be current on their certificates at time of Proposal submission or can there be flexibility to obtaining it within six months?**

Food Service Manager is required to have a current ServSafe certification. All other certificates required for mandatory staff must be obtained within six (6) months of hire. Please refer to Appendix A (Sample Contract), Exhibit A (Statement of Work) Subsection 6.3 for Contractor's Personnel certification requirements.

- 38. Can the Food Service Manager and Site Manager be the same person?**

No. Food Service Manager and Site Manager duties cannot be performed by the same person.

- 39. Can you provide a list of currently approved caterers?**

Yes. Please see Attachment 2 (Approved Caterers for FY 2021-22).

- 40. Per RFP Subparagraphs 7.9.7.2.1 and 7.9.7.2.2, Proposers are asked to describe their plan to provide "Services which promote the physical and social well-being of mobile older individuals in a group setting by offering a variety of activities and educational opportunities". What types of services are these and how often would they be expected?**



Services may include but are not limited to referrals for appropriate support services, outreach services, volunteer opportunities, nutrition education, nutrition counseling, etc. Services should be offered on a recurring basis or throughout fiscal year.

**41. What is the expectation for "methods for outreach to special populations" referenced in RFP Subparagraph 7.9.7.5.1?**

"Methods for outreach to special populations" refers to how your organization will ensure that special populations are made aware of the services you provide and how to access these services.

**42. What is meant by the term "regular" in RFP Subparagraph 7.9.7.4.1: "provide regular contact and safety checks..."?**

"Regular" refers to the frequency of contacts and safety checks. Please refer to Appendix A (Sample Contract), Exhibit A (Statement of Work), Subsection 10.5 for additional information on frequency of contacts and safety checks.

**43. Must an entity be a non-profit or are regular corporations, S-Corporations, or for-profit organizations eligible to submit a proposal for this RFP?**

Subparagraph 3.2.6 (Organizational Business Structure) of the RFP indicates that Proposer's organizational business structure shall be non-profit, public/government entity, or joint powers agency. All Proposers are invited to submit a proposal; however, Proposer must meet the minimum requirements outlined in RFP Subparagraph 3.2 to be considered for further evaluation of demonstrating the ability to successfully provide required Services found within Appendix A (Sample Contract), Exhibit A (Statement of Work).

**44. RFP says the organization business structure must be a non-profit, public or government entity, or joint powers agency. Would a restaurant be considered a public entity?**

A public entity is a state or local government, as well as any agency, office, or department run by a state or local government. A restaurant would not qualify as such.

**45. If a nonprofit organization has only been in business for 2 years under the non-profit name, but the officers and staff employed by the non-profit organization have the minimum qualifications requirements from working in other companies, or as a previous sole proprietorship, can the staff or officers still use that as a part of the qualifications in this solicitation? For example, the CFO of the corporations has provided delivery service for food while working for another company for 4 years and also provided menu service food**

**meal under food guideline of a doctor or dietician for over 5 years in congregate setting. Would this count towards meeting the minimum requirements?**

Proposer must have five (5) consecutive years of experience, obtained during the years of 2011 through 2021, providing ENP Services or services which are equivalent or substantially similar to these Program Services/Service Categories for which Proposer is applying. ENP Services or services which are equivalent or substantially similar to these Program Services/Services Categories must have been provided by the organization submitting proposal. The staff or officers cannot solely use experience obtained with other organizations to meet qualifications in this solicitation. Proposers must still ensure that each mandatory staff member meets all minimum requirements as stated in Appendix A (Sample Contract), Exhibit A (Statement of Work), Subsection 6.3 (Contractor's Personnel).

- 46. Regarding Subsection C.3 (Financial Capability), do the financials submitted for the proposal have to have been completed/audited by a CPA firm? Will financials completed by an accountant or bookkeeper be sufficient?**

County will conduct a financial capability evaluation using Proposer's organization-wide audited financial statements and/or single audit reports. These financial documents shall be prepared by an independent auditor and must provide an accurate, verifiable representation of the entire financial position of Proposer's organization. You may refer to RFP Subparagraph 7.9.6.4, pages 44-47 for more information.

- 47. If we don't have financial reports or other documents ready by the proposal due date, are we able to submit them at time of selection? If not, could we submit a letter providing explanation in our proposal for these?**

All required documents must be submitted to County by the final Proposal due date and time, which is Monday, May 16, 2022, by 2:00 p.m. (PT). There is no extra time allowed.

- 48. Does the Proposer have to have five years of ENP or similar service Experience?**

Yes. In accordance with Subparagraph 3.2.1 (Experience) of the RFP, Proposer must have five (5) consecutive years of experience, obtained during the years of 2011 through 2021, providing ENP Services or services which are equivalent or substantially similar to these Program Services/Service Categories for which Proposer is applying.

- 49. What services are considered “equivalent or substantially similar” to ENP services? Would restaurant experience qualify?**

“Equivalent or substantially similar” services must include providing congregate and/or delivered meals that meet U.S. Department of Agriculture Dietary Guidelines for Americans and providing those meals in a safe and sanitary manner.

- 50. If the lead agency subcontracts with a delivery company, does that subcontracted delivery company need to be pre-procured, or is writing them into the proposal sufficient?**

WDACS allows subcontracting as part of this RFP. Please refer to the RFP, Subparagraph 2.2.7 (Collaboration Efforts with Subcontractor(s)) and Appendix A (Sample Contract), Subparagraph 8.40 (Subcontracting) for information pertaining to subcontracting.

- 51. In the sample contract, there is an assessment form for eligibility. Will providers be determining program eligibility for clients/participants, or will we be given client lists from County?**

Yes. Service Providers will be responsible for determining participant eligibility. Please refer to Appendix A (Sample Contract), Exhibit A (Statement of Work), Subsection 10.0 for additional information regarding eligibility requirements.

- 52. Will proposals be evaluated based on cost per unit or on the total number of units which are going to be served?**

Proposal will be evaluated and scored based on the cost-effectiveness of the average unit rates for Congregate Meal and Home-Delivered Meal Services separately. You may refer to RFP Subparagraph 8.5.1 (Cost Effectiveness of Unit Rates) for more information.

- 53. Are organizations allowed to bill different pricing/rates for each type of meal?**

Yes. Organizations are allowed to bill different rates for each type of meal.

- 54. In reference to RFP Subparagraph 7.10.6.1.1, is the expectation to use a weighted average to allocate direct shared costs to Congregate Meals and ARPA funding? As well as regions (e.g. Occupancy Costs).**

It is up to the Proposer to determine how costs will be allocated while ensuring that it meets all the cost allocation and reporting requirements under each funding source.

**55. Does the ARPA funding allow for indirect costs?**

Yes. ARPA funding allows for indirect costs of up to ten percent (10%).

**56. Does the total funding of OAA and ARPA for each region include NSIP funds of \$0.71 per meal?**

NSIP funds are only included in OAA funding allocation and are not available with ARPA funding.

**57. Can OAA and APRA funding be combined?**

The funding allocation for each Region combines both OAA and ARPA funding. Please note that while the funding allocation is combined, separate Proposed Budgets (Forms D24.1, 24.2, 24.3, 24.4, and 24.5) and Proposed Program Services (Forms D25.1, D25.2, D25.3, D25.4, and D25.5) should be completed for each of the funding sources.

**58. What funding source are we going to be requested to spend down first, ARPA or OAA?**

Guidance on which funding source to spend down first will be provided once the RFP process is complete and the contracts have been executed.

**59. Based on current OAA funding for the West Gateway Region there is a major reduction to this Region in the RFP. Can you please let us know how this was determined?**

Funding for the West Gateway region was based on projected expenditures for the current fiscal year as well as census data from that region indicating individuals who are 60+ years old and living in poverty. We will review the service level of all regions in FY 22-23 again to reassess the funding need. Additional funding may be allocated to each region based on the reassessment.

**60. Does the provider get upfront money/payment for the contract?**

No. The provider does not get upfront money/payment for the contract. The contract is cost reimbursement. Contractor will be reimbursed for providing the Services as set forth in Exhibit A (Statement of Work), Budget exhibit(s) and Mandated Program Services exhibit(s). You may refer to Appendix A (Sample Contract), Subparagraph 5.1.1 (Cost Reimbursement Contract) for more information.

- 61. The funding for year one of this contract is coming from two federal funding sources: Older Americans Act and American Rescue Plan Act. The contract seems to infer that the ARPA funds are provided in lump sum. Is this correct?**

No. ARPA funds are not provided in lump sum. The contract is cost reimbursement. Contractor will be reimbursed for providing the Services as set forth in Exhibit A (Statement of Work), Budget exhibit(s) and Mandated Program Services exhibit(s). You may refer to Appendix A (Sample Contract), Subparagraph 5.1.1 (Cost Reimbursement Contract) for more information.

In accordance with RFP Subparagraph 2.1.2.1, the federal ARPA funds being issued in Fiscal Year 2022-23 shall be available for use through December 31, 2024, or when all funds have been exhausted, whichever comes first. Should the County exercise its option to renew the Contract term, County anticipates that additional ENP service years may be funded with only OAA Title III Funds, unless additional ARPA funds are made available in support of this Program.

- 62. Can the budget narrative combine the total funding per funding source (OAA and ARPA) instead of having separate budget narratives for each funding source?**

Yes. Proposer may submit one narrative that explains the reasonableness and necessity of each item of cost that is included in the Proposed Budgets for both OAA and ARPA funding sources.

- 63. Just confirming that the combined narratives for sections Business Component Sections B-F and Cost Component Section C narrative cannot exceed 25 single sided pages.**

Correct. As indicated in Subparagraph 7.8.5 (Page Limitations), the combined narrative responses for the Proposal (including both the Business Component and the Cost Component) shall not exceed a total of twenty-five (25) single-sided pages. This page limit does not apply to exhibits, attachments, the cover page, and the table of contents.

- 64. RFP Subparagraph 5.15.1 states Proposer shall demonstrate a proven record of hiring participants in the GAIN Program – what defines “proven record”?**

Proven record means an agency has hired a participant(s) in the GAIN/GROW program in the past; however, Proposer may instead attest to a willingness to consider GAIN/GROW participants for any future employment openings. For more information, please refer to RFP Subparagraph 5.15 (Consideration of GAIN/GROW Participants for Employment) and Appendix A (Sample Contract) Subparagraph 8.11 (Consideration of Hiring GAIN and GROW Participants).

**65. Will GAIN/GROW participants be referred to the contractor for employment?**

Contractors shall report all job openings with job requirements to: [GAIN/GROW@dpss.lacounty.gov](mailto:GAIN/GROW@dpss.lacounty.gov) and [BSERVICES@wdacs.lacounty.gov](mailto:BSERVICES@wdacs.lacounty.gov) and DPSS will refer qualified GAIN/GROW job candidates. For more information, please refer to Appendix A (Sample Contract) Subparagraph 8.11 (Consideration of Hiring GAIN and GROW Participants).

**66. How does the match contribution work?**

Contractor shall provide a required match contribution to offset the total cost of providing Program Services for the Fiscal Year. The match contribution is the non-Federal share of funding provided by Contractor to support the Contract activities, and it may take the form of a cash match contribution and/or an in-kind match contribution. This match is calculated as a percentage of the Contract Sum allocated for any Fiscal Year under this Contract. The required match contribution for OAA Title III C-1, C-2 and IIIB and for federal ARPA for Congregate Meals and Home Delivered Meals Services is twelve percent (12%) of the Contract Sum allocated for any Fiscal Year under this Contract.

A match cash contribution is a monetary donation which is provided by Contractor (such as general funds), non-Federal third parties (such as partner organizations) and/or non-Federal grants and is given to Contractor to accomplish the goals of the Program Services.

A match in-kind contribution is a nonmonetary donation of goods, properties or services which are provided by either Contractor or non-Federal entities without charge to the Program Services for which they are donated; it is the value of non-cash contributions donated to support Program Services. In-kind contributions typically take the form of the value of personnel, goods and/or services which may include donations of volunteer services, space, equipment, etc. and this value is determined by using the fair market value method. Using sales of comparable property or the cost of comparable services is a method which can be used to determine the fair market value of an in-kind match contribution.

You may refer to Subparagraph 5.12 (Match Contribution) of Appendix A (Sample Contract) for more information.

**67. In reference to RFP Subparagraph 7.9.7.13.1, do Client voluntary contributions reduce meal cost to County?**

No. Client's voluntary contributions do not reduce meal cost to County as contributions are strictly voluntary. You may refer to Appendix A (Sample Contract), Exhibit A (Statement of Work), Subsection 10.16 (Contributions and Fees for Cost of Meals) for more information.

**68. Will GetCare continue to be the client Database?**

Yes. GetCare will continue to be the client Database.

**69. I do not see any attachments to download for the RFP. When will the attachments be uploaded?**

The ENP RFP is available online at <https://wdacs.lacounty.gov/doing-business-with-wdacs/>.

**70. Is there a form or template for Section G (Business Component Required Forms) that I can access?**

The required forms for Section G of the Business Component can be accessed online at <https://wdacs.lacounty.gov/doing-business-with-wdacs/> under Appendix D (Required Forms).

**71. Is Appendix E only required if an organization is contesting eligibility or should this form be submitted to confirm eligibility?**

Appendix E is required only if Proposer would like to seek solicitation requirements review and/or contest eligibility. Please refer to RFP Subparagraph 7.4 for additional information.

**72. Will an organization be disqualified from submitting a proposal if they are not certified under one of the Preference Programs listed on Appendix D (Required Forms) Form D7?**

No. An organization will not be disqualified if they are not certified under one of the three Preference Programs.

**73. Appendix D (Required Forms) Form D1.1 won't open. Can it be fixed?**

Form D1.1 is available for download and can be found here: <https://wdacs.lacounty.gov/aaa-arpa-enp-2223-rfp/>

**74. When will we receive our allocation letters?**

Selected Proposers will tentatively receive notification/announcement of the award around June 7, 2022.

**75. Is there a way for organizations who are awarded this contract to reach out to restaurants to use our services? Restaurants may be interested in doing**



**business with the awarded organizations. Will a list of those organizations be made public?**

When Contractor elects to use the services of a Caterer to prepare/supply meals, Contractor shall procure that Caterer from a pool of caterers who are on the AAA Approved Caterer List. Such caterers have been inspected and certified by DASSP contractor and have been approved by County. The AAA Approved Caterer List shall be provided by County on an annual basis. Please refer to Appendix A (Sample Contract), Exhibit A (Statement of Work), Subsection 10.13 for additional information. List of contracted ENP providers is available online at: <https://wdacs.lacounty.gov/services/older-dependent-adult-services/>

**76. What is new in this RFP that was not in the previous ENP RFP?**

The RFP has undergone many changes that are too numerous to feasibly outline. The changes from the old RFP to the new RFP are not relevant to this solicitation and it would be in the best interest of the Proposer to carefully review all the requirements set forth in the current RFP.

**77. When will the Q&A document be posted?**

The Q&A document is tentatively scheduled to be posted on May 2, 2022.

**78. Does the Proposer have to meet all the requirements in order to apply for this program delivering food to the elderly population? The only problem Proposer encountered is that we do not have the three years of income that is being requested. Is this WDACS requirement?**

There is no income requirement for this RFP. Interested and qualified Proposers that can demonstrate their ability and qualifications to successfully provide all of the required Services outlined in Appendix A (Sample Contract), Exhibit A (Statement of Work) are invited to submit a Proposal(s), provided that they meet the Minimum Requirements outlined in RFP Subparagraph 3.2.

WDACS does set requirements for experience, as well as to ensure financial viability and accountability by examining Proposers' verified financial history and documentation. For a critical service such as ENP, WDACS must have contractors who have the financial capability to buy supplies, pay employees, document costs, properly allocate direct and indirect costs, maintain insurance, and operate without any lapses. ENP is primarily funded with federal funds passed through the State, and the County is liable to ensure that all funds are spent in accordance with their guidelines. WDACS has had the experience of a contractor suddenly quitting and the County must be extremely vigilant to prevent the risk of our clients going without meals, the County incurring liability, or the County risk our funding sources.





**LOS ANGELES COUNTY COMMUNITY & SENIOR SERVICES  
AREA AGENCY ON AGING  
SENIOR NUTRITION PROGRAMS  
APPROVED CATERERS, FY 2021-22**

<p>1 <u>Better 4 You Meals</u> 5743 Smithway Street, Ste 103 Commerce, CA 90040 Contact: Robert Camarena <a href="mailto:rcamarena@better4youmeals.com">rcamarena@better4youmeals.com</a> 323-838-5555 Fax: 323-838-5419 Cell: 909-289-8900 Better4YouMeals.com</p>	<p>2 <u>Bonne Bouffe Catering</u> 1521 Venice Blvd Venice, CA 90291 Contact: Erica Moore 310-629-7423 <a href="mailto:bbcatering@earthlink.net">bbcatering@earthlink.net</a></p>
<p>3 <u>GA Foods</u> <i>Main Office:</i> 12200 32 Court North St. Petersburg, FL 33716 Contact: Kenn LoBianco, Jr. Cell: 323-207-7803 800-852-2211 ext. 459 <a href="mailto:Lobianco.kennjr@GAFoods.com">Lobianco.kennjr@GAFoods.com</a></p>	<p>4 <u>Hirsh Family Kosher Kitchen</u> 338 N. Fairfax Los Angeles, CA 90036 Contact: Siri Perlman, RD (JFS) <a href="mailto:sperlman@jfsla.org">sperlman@jfsla.org</a> Hugo Perez, Food Service Manager <a href="mailto:hperez@jfsla.org">hperez@jfsla.org</a> 323-937-5843 (JFS) 323-937-6560 (Kitchen) Fax: 323-934-0540 Kosher hot and frozen meals</p>
<p>5 <u>Huntington Culinary, Inc. – On-site caterer at South El Monte</u> 7071 Warner Ave, Suite F-714 Huntington Beach, CA 92647 On site Address: 1556 Central Ave South El Monte, CA 91733 Contact: Carroll Klett <a href="mailto:Carroll@hcifood.com">Carroll@hcifood.com</a> 714-231-8782 Fax: 928222-9618 American-style meals</p>	<p>6 <u>Ingallina's Box Lunch</u> 1398 Monterey Pass Rd Monterey Park CA 91754 Contact Person: Ralph Baiz Owner: Chris Ingallina (cell: 818-621-2324) <a href="mailto:ChrisJ@ingallina.com">ChrisJ@ingallina.com</a> Phone: 323-434-6852 213-413-9400</p>

<p>7 <u>Langlois Fancy Frozen Foods, Inc.</u>          2975 Laguna Canyon Rd.          Laguna Beach, CA 92651          949-497-1741          Fax: 949-497-4739</p>	<p>8 <u>Los Comales Café # 2</u>          3329 W. 8<sup>th</sup> Street          Los Angeles, CA 90005-2433          Contact: Ana A. Vasquez          Frank Vasquez          213-254-7914  <a href="mailto:Frankvasquez88@sbcglobal.net">Frankvasquez88@sbcglobal.net</a></p>
<p>9 <u>Project Angel Food</u>          922 Vine Street          Los Angeles, CA 90038          Contact: Don Macaulay          Sr. Director, Operations &amp; Administration          323-845-1800 x222  <a href="mailto:dmacaulay@angelfood.org">dmacaulay@angelfood.org</a>          Hot and Frozen Meals</p>	<p>10 <u>Rolling Wok Restaurant</u>          1609 South San Gabriel Blvd.          San Gabriel, CA 91776          Contact: Mingling (Tony) Wang          626-435-5223          Fax: 323-464-2399          Chinese-style meals</p>
<p>11 <u>St. Vincent Senior Nutrition Program</u>          2303 Miramar St.          Los Angeles, CA 90057          Contact: Veronica Dover  <a href="mailto:vdover@stvincentmow.org">vdover@stvincentmow.org</a>          213-484-7775          Fax: 213-484-7276          American-style meals          Danny Franco: <a href="mailto:dfranco@stvincentmow.org">dfranco@stvincentmow.org</a>          Kathy Sato: <a href="mailto:ksato@stvincentmow.org">ksato@stvincentmow.org</a>          Julio Sagustume:  <a href="mailto:jsagastume@stvincentmow.org">jsagastume@stvincentmow.org</a></p>	<p>12 <u>Tender Loving Care</u>          544-C Finney Court          Gardena, CA 90248          Contact: Becky Cho  <a href="mailto:kobecky59@gmail.com">kobecky59@gmail.com</a>          213-434-1113          American and Korean-style meals</p>
<p>13 <u>Trio Community Meals – Azusa On-site Caterer</u>          Contact: Joel Medina  <a href="mailto:joel.medina@triocommunitymeals.com">joel.medina@triocommunitymeals.com</a>          Contact: Carlos Giese:  <a href="mailto:Carlos.giese@triocommunitymeals.com">Carlos.giese@triocommunitymeals.com</a>          Contact: Miguel Gomez  <a href="mailto:Miguel.gomez@triocommunitymeals.com">Miguel.gomez@triocommunitymeals.com</a>          Azusa Senior Center:          740 N. Dalton Ave          Azusa, CA 91702</p>	<p>14 <u>Trio Community Meals – Glendale On-site Caterer</u>          Glendale Adult Recreation Center:          201 E. Colorado          Glendale, CA 91205          Contact: Trio Community Meals – Long Beach          Contact: Joel Medina  <a href="mailto:joel.medina@triocommunitymeals.com">joel.medina@triocommunitymeals.com</a></p>

<p>15 <u>Trio Community Meals – Huntington Park</u>        3355 E Gage Ave.        Huntington Park, CA 90255        Contact: Joel Medina  <a href="mailto:joel.medina@triocommunitymeals.com">joel.medina@triocommunitymeals.com</a>        Contact: Jose Vargas  <a href="mailto:Jose.vargas@triocommunitymeals.com">Jose.vargas@triocommunitymeals.com</a>        562-218-2813        American-style meals</p>	<p>16 <u>Trio Community Meals - Inglewood On-site Caterer</u>        111 No. Locust Street        Inglewood. CA 90301        Contact: Hector Ortega  <a href="mailto:hector.ortega@triocommunitymeals.com">hector.ortega@triocommunitymeals.com</a>        Inglewood Nutrition Director: Bharat (Baz) Devlia  <a href="mailto:bdevlia@cityofinglewood.org">bdevlia@cityofinglewood.org</a>        310-412-4360        American-style meals</p>
<p>17 <u>Trio Community Meals – North Hills Culinary Center</u>        8329 De Celis Place        North Hills, CA 91343        Contact: Carlos Giese:  <a href="mailto:Carlos.giese@triocommunitymeals.com">Carlos.giese@triocommunitymeals.com</a>        818-895-1161        Fax: 818-895-1177        American-style meals</p>	<p>18 <u>Trio Community Meals – Paramount On-site Caterer</u>        14400 Paramount Blvd.        Paramount, CA 90723        Site: 562-220-2090        Joel Medina  <a href="mailto:joel.medina@triocommunitymeals.com">joel.medina@triocommunitymeals.com</a>        American-style meals</p>