

ALLIANCE FOR AGING, INC.

AREA AGENCY ON AGING FOR MIAMI-DADE AND MONROE COUNTIES

INVITATION TO NEGOTIATE (REVISED TO EXTEND THE DEADLINE AND INCLUDE SERVICES FOR MIAMI-DADE COUNTY.)

STATEMENT OF PURPOSE

The Alliance for Aging (AFA) has Disaster Assistance Grant funds and is seeking qualified applicants to provide services using these funds. The Disaster Assistance Grant is federal funding allocated under the Social Services Block Grant (SSBG) to address the social services needs of individuals in need of disaster relief. The Grant reimburses for necessary expenses resulting from hurricanes, floods and other natural disasters occurring during 2008 for which the President declared a major disaster (**Monroe and Miami-Dade Counties**)

General Statement

The primary purpose of the Disaster Assistance Grant is to provide States with resources to furnish social services best suited to meet the needs of the qualifying population. These funds only become available when the President declares a National Disaster and may only be used in those areas designated in the Disaster Declaration issued by the President of the United States.

The funded services as defined in the Disaster Assistance Grant include the following:

- (1) Case Management - Services or activities for the arrangement, coordination, and monitoring of services to meet the needs of individuals and families. Component services and activities may include individual service plan development; counseling; monitoring, developing, securing, and coordinating services; monitoring and evaluating client progress; and assuring that client's rights are protected.
- (2) Home Based Services - services or activities provided to individuals or families to assist with household or personal care activities that improve or maintain adequate family well-being. These services may be provided for reasons of illness, incapacity, frailty, absence of a caretaker relative, or to prevent abuse and neglect of a child or adult. Major service components include homemaker services, chore services, home maintenance services, and household management services. Component services or activities may include protective supervision of adults and/or children to help prevent abuse, temporary non-medical personal care, house-cleaning, essential shopping, simple household repairs, yard maintenance, teaching of homemaking skills, training in self-help and self-care skills, assistance with meal planning and preparation, sanitation, budgeting and general household management.
- (3) Housing Services - Services or activities designed to assist individuals or families in locating, obtaining, or retaining suitable housing. Component services or activities may include tenant counseling; helping individuals and families to identify and correct substandard housing conditions on behalf of individuals and families who are unable to protect their own interests; and assisting individuals and families to understand leases, secure utilities, make moving arrangements and minor renovations.
- (4) Information and Referral - Services or activities designed to provide information about services provided by public and private service providers and a brief assessment of client needs (but not diagnosis and evaluation) to facilitate appropriate referral to these community resources.

- (5) Transportation - services or activities that provide or arrange for the travel, including travel costs, of individuals in order to access services, or obtain medical care or employment. Component services or activities may include special travel arrangements such as special modes of transportation and personnel to accompany or assist individuals or families to utilize transportation.

Service Limitations

This funding shall be used for permissible expenses incurred, which are not and cannot be paid for through any other sources such as risk management or insurance, FEMA, Disaster Recovery or other grants. However, reimbursement from state funds that were not specifically appropriated to serve additional disaster-related clients and expenditures is eligible. Consumers will sign an attestation statement that the service or related assistance is related to the 2008 hurricanes, floods or other natural disasters and that they have not received help from the aforementioned sources for the particular service or related assistance being provided under this agreement.

The Alliance For Aging Inc. is issuing this Invitation to Negotiate to any willing providers and any other qualified entity meeting the requirements as set forth in the 2009 DOEA Programs and Services Handbook and the existing state and local licensure, certification, and safety requirements for the provision of services.

There is no set amount of funding to be awarded under each contract that the Alliance enters into with the provider(s) selected. The award must be spent by September 30, 2010.

Services should be delivered in compliance with DOEA standards and requirements and all applicable local, state and federal regulations.

SUBMISSION OF REPLIES AND DEADLINES

Applicants who previously submitted an application to provide services in Monroe County but do not wish to extend those services to Miami-Dade do not need to apply again.

Applicants who previously submitted an application to provide services in Monroe County but wish to extend those services to Miami-Dade need to amend their application and resubmit.

These funds are available only to licensed providers which can provide services in accordance to the 2009 DOEA Programs and Services Handbook.

Responses are due on 2/25/2010 4:30 PM at the Alliance for Aging
760 NW 107th Ave. Suite 214
Miami, FL 33172

There is no prescribed format to be followed in this solicitation but the elements listed below must be part of the response.

1. Name of the Agency.
2. Street Address and Main Telephone Number.
3. Name of the Chief Executive Officer.
4. Method of service delivery, including how clients will be identified.
5. Detail and documentation of experience and references of work related to this solicitation.
 - a. Experience in disaster relief mitigation.
 - b. Experience meeting the standards of Older American Act Services.
 - c. Experience providing housing services.

CRITERIA USED TO DETERMINE ACCEPTABILITY OF ITN REPLIES

All replies received in response to the ITN will be evaluated by a staff review team consisting of three persons who collectively have experience and knowledge in negotiating contracts, contract procurement, and the program areas and service requirements for which the contractual services in question are being sought.

Responses will be ranked as follows: Based on the scores, each reviewer will rank the proposals in descending order, assigning a rank of 1 to the top scoring proposal and a rank of “n”, to the nth ranked proposal. The Alliance For Aging Inc. will rank proposals based on the **average** of the ranks assigned by the reviewers. The maximum possible rank is 1.

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| 1) Documented experience with Disaster relief. | 40 points |
| 2) Documented experience with Older American Act services. | 20 points |
| 3) Documented experience with elderly housing construction/retrofitting. | 40 points |

INVITATION TO NEGOTIATE A CONTRACT:

Based on the ranking of all replies, the Alliance will invite no more than three respondents with which to commence negotiations.

CONTRACT AWARDS

This solicitation is to fund any qualified agency willing to provide the services subject to prior approval by the Alliance for Aging. Funds under this solicitation must be spent prior to September 30, 2010.

CONTACT PERSON

The designated person under this solicitation process is:

Dr. Horacio Soberon-Ferrer, Vice president for Planning and Finance

760 NW 107 Avenue, Suite 214

Miami, Florida 33172

Email: ferrerh@elderaffairs.org