



RFP-25-04-AAA-Meal Delivery Service Provider

Proposals whether mailed, shipped, or personally delivered must be officially received by the Alamo Area Council of Governments (AACOG) by **4:00 pm on February 18th, 2025**, in order to be considered. Proposals received after the deadline, regardless of circumstance, will be disqualified. **ABSOLUTELY NO EXCEPTIONS WILL BE MADE.**

All solicitation documents are posted here: <http://www.aacog.com/bids.aspx>
<https://www.txsmartbuy.com>

This addendum is to address Questions & Answers. All parties shall be responsible for reading this entire addendum. The failure to list an item or items of this addendum does not relieve any party affected from performing as per instructions, provided that the information is set forth one time any place in this addendum. The addendum will form a part of the contract document. All other conditions of this RFP remain unchanged.

Q&A The following questions were received according to submission instruction in the RFP.

1. Is this the annual contract for the congregate meal program that we usually do in June? I wasn't sure if this was for a specific location or something since the timing and process was so different. Contracts were just finalized in October.

No, this is not the annual contract for Congregate and Home-Delivered meals. However, it is a specific request for meal delivery services for both Congregate and Home-Delivered Meals within Guadalupe, Wilson, and Karnes Counties from March 1, 2025, through September 31, 2025

2. Can an applicant bid solely on home delivered meals? No

3. What is the current rate per meal? (Note to Procurement: Program will not answer due to this will impact the following negotiations that would occur.)

4. What is the delivery cadence for home delivered meal? Monday and Wednesday with each of those days to include a warm meal and remainder can be chilled/frozen.

5. How does Guadalupe, Wilson and Karnes counties differ from the FY 2024 proposal? There is no difference from the FY 2024 proposal from Guadalupe, Wilson, and Karnes counties. Guadalupe and Wilson counties



include congregate meals and home delivered meals and Karnes County only includes home delivered meals.

6. Who is responsible for the assessments? The meal service delivery contractor is required to assess congregate meals and home delivered meal consumers.
7. Who is responsible for seeking the clients for services? During the contract period no new consumers will be added.
8. What is the contract term? March through September? The contract term is March 1, 2025, through September 30, 2025.
9. When does the provider have to start services? The contract term is March 1, 2025, with services beginning on March 1, 2025.
10. Are the 300 clients mentioned in the RFP the current client count? Yes, that is correct.
11. Do the 300 clients include the congregate clients? If not, what is that count? Yes, it includes approximately 130 Congregate clients.
12. The delivery times states meals must be from 9:30 and 10:30, is this a mistake? These are the delivery times to the site volunteers. The site volunteers will then deliver home delivered meals. Times can be adjusted.
13. What is the expected award for the other two years in the contact period? This RFP supports requirements from March 1, 2025, through September 30, 2025.



All other conditions of this RFP remain unchanged.

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END OF ADDENDUM

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