

Addendum #1

Request for Proposals for
Aging in Place Wellness Programming
(Solicitation #4992)

Date of Addendum #1: September 8, 2017

The Request for Proposals for the above named project is amended as noted in this Addendum. This Addendum addresses inquiries and questions received prior to the deadline for written questions of 1:00 p.m. on Wednesday, September 13, 2017, and consists of 1 page.

This Addendum: 1) corrects and inadvertent error from the Solicitation by providing details (see Item 1 below); 2) provides written questions received to date and our responses; and 3) provides a copy of the Sign-in Sheet from the Pre-Submittal Conference held Wednesday, September 6, 2017.

Item 1. Conflicting information for the number of copies of proposals required:

The solicitation advertisement notes in the 5th paragraph that 1 original proposal and 10 copies must be submitted, while the solicitation language on page 4 of 17 in B.1) requests 1 original proposal and 6 copies. Potential proposers are welcome to delete the directions in both areas and replace the language with submitting **one (1) original and eight (8) copies**.

Item 2. Questions

Question #1: "...Is an application link available?"

Answer to Question #1: There is no application for this solicitation. Proposals may be completed in any format. We strongly suggest that proposals are written in direct response to the listed criteria and responses follow the order of the criteria as listed in the proposal in Section D.

Question #2: "...RFP states \$90-120K available in 2017 - when is the decision date expected?"

Answer to Question #2: We cannot guarantee a final decision date. However, we do encourage each proposer to include in their proposal when they would be able to start their proposed programming (either a hard date, or "within x days of receiving a negotiated executed contract). We hope to make a decision within 45 days of proposal submission. A number of factors could extend or shorten this time period.

Actual contract totals will be based on the actual start date of the contract and the proposed budget. Service Providers are welcome to include needed start up costs in their proposed 2017 budget. It could be helpful to include a 2018 budget as well, which would not include additional start up costs.

Question #3: "...RFP states \$140-\$150 annually - is the decision for multi-year? If so, how many years?"

Answer to Question #3: SHA is looking to contract with an organization to lead programming in the end of 2017 and through 2018. Based on funding, program success and resident/community need, we may extend the contract annually for a total of up to five years. Any contract extensions would be accomplished via a negotiated Change Order process, as described in the Request for Proposal documents.

Question #4: "...Analysis of outcomes: Would this be standard outcome reporting or a more detailed researcher analysis? Is there an expectation that the budget would include researcher salary?"

Answer to Question #4: SHA sees the Service Providers who do this work on the ground as the experts in the field. We look to Service Providers to determine the best ways to design, execute and evaluate the provided services. There is not an added budget specifically dedicated to a researcher salary, however we will consider a wide variety of staffing, implementation and evaluation models based on Service Provider proposals and justification.

END OF REQUEST FOR PROPOSALS ADDENDUM #1

Aging in Place Wellness Programming
 (Request for Proposals - Solicitation No. 4992)
 Pre-Submittal Meeting
 Wednesday, September 6, 2017, 1:00 p.m.

Attendance Sign-In Sheet

Name of Firm/Agency	Name of Representative	Address, City, State, Zip	Telephone Number	E-mail Address
SOUND GENERATIONS	PAIGE DENISON SUZANNE COHEN	2201 2nd AVE BELLEUAUN	425 830 2819 (Paige)	paige@soundgenerations.org suzanne@soundgenerations.org
Aging & Disability Services	Sean Walsh Krista Smeller	700 5th AVE 51st floor	206 - 573 - 7111 (sean)	Sean.walsh@seattle.gov krista.smeller@seattle.gov
Full Life Care	Timothy Stephens	2800 South Wacker St. Seattle, WA	(206) 518. 2533	TimothyS@fulllifecare.org
Asian Counseling & Referral Service	Gabe Castro	3639 Milk Tr Wing 5, 98104	206.805.8734	GDC@acrs.org
Full Life Care	Jessica Hezzen	800 Jefferson St #620 Seattle 98104	206-648- 4322	jessiah@fulllifecare.org

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 Wednesday, September 6, 2017, 1:00 p.m.

Attendance Sign-In Sheet

Name of Firm/Agency	Name of Representative	Address, City, State, Zip	Telephone Number	E-mail Address
Full Life Care	Pam Ferrell	800 Jefferson #620 Seattle WA 98104	206 224-3752	pferrell@fulllifecare.org