

Addendum #2

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

Date of Addendum #2: September 14, 2017

The Request for Proposals for the above named project is amended as noted in this Addendum. This Addendum adds language to one section of the original Request for Proposals document and addresses inquiries/questions received prior to the deadline for written questions of 1:00 p.m. on Wednesday, September 13, 2017, and consists of three (3) pages.

Item 1. Section 11B Insurance Coverage and Terms, 6. Cyber Liability

Add the following language to the end of the Cyber Liability section:

“SHA believes that the selected/contracted consultant or organization will not have access to SHA’s network. They will have direct access to our clients/residents and will obtain or receive information from SHA residents. The selected/contracted consultant or organization may also receive referrals based on need for the residents, which could include information such as name, apartment/unit number.

Requests for waivers of this coverage will be considered and reviewed by SHA Risk Control staff on a case-by-case basis as needed following selection of the successful proposer during the negotiation of the contract stage of this effort.”

Item 2. Questions

Question #1: With respect to the RFP’s Section **C. Scope of Work** : Item # 11, page 6 states that “Interpretation and translation will be required to conduct outreach in some buildings”...Does SHA currently track the language demographics in these communities? If so, what are the primary languages which would require interpretation and translation for this project?

Answer to Question #1: SHA does track language demographics of residents. This information is not required information, so not all individuals choose to respond. Please see attached table for details. There is a wide variety of languages; common languages differ by building, however common languages include English, Russian, Cantonese, Mandarin, and Korean. SHA senior-targeted buildings house individuals from many backgrounds with over a dozen languages represented. It is important to SHA that all residents have access to services. Services targeted to English speaking residents may not effectively serve or respond to the needs of non-English speaking residents. Services through a contract resulting from this RFP will need to provide outreach to residents who do not speak English and will need to offer services that are responsive to the needs of the varied populations in our communities.

Property	Residents	Units	Age Counts		Top Three Languages by Building - Count of Residents in Households reporting Language										Count of Residents In Households reporting Language other than English OR None Reported		
			Residents Aged 62+	% 62+	Residents Aged 75+	% 75+	Language 1	Count	%	Language 2	Count	%	Language 3	Count		%	
Ballard House	85	79	57	67%	23	27%	English	40	47%	None Reported	18	21%	Russian	7	8%	27	32%
Bitter Lake Manor	79	72	77	97%	38	48%	None Reported	51	65%	English	18	23%	Korean	3	4%	10	13%
Blakeley Manor	80	70	76	95%	43	54%	English	35	44%	Russian	24	30%	None Reported	8	10%	37	46%
Carroll Terrace	30	26	28	93%	14	47%	None Reported	17	57%	English	11	37%	Cantonese	2	7%	2	7%
Columbia Place	74	66	62	84%	24	32%	None Reported	37	50%	English	17	23%	Cantonese	5	7%	20	27%
Fort Lawton Place	25	24	24	96%	15	60%	English	13	52%	None Reported	10	40%	Mandarin	2	8%	2	8%
Fremont Place	32	31	27	84%	8	25%	None Reported	17	53%	English	2	5%			0%	0	0%
Gideon-Matthews Gardens	51	45	48	94%	27	53%	English	23	45%	Vietnamese	10	20%	Mandarin	8	16%	22	43%
Island View	50	48	47	94%	22	44%	None Reported	35	70%	English	14	28%	Samoa	1	2%	1	2%
Michaelson Manor	58	57	56	97%	19	33%	English	36	62%	None Reported	20	34%			0%	2	3%
Nelson Manor	32	32	32	100%	15	47%	None Reported	24	75%	English	7	22%	Tagalog	1	3%	1	3%
Olmsted Manor	35	35	32	91%	9	26%	English	24	69%	None Reported	9	26%	Other	2	6%	2	6%
Phinney Terrace	53	51	48	91%	22	42%	None Reported	25	47%	English	24	45%	Mandarin	2	4%	4	8%
Pinehurst Court	83	73	82	99%	42	51%	None Reported	35	42%	English	30	36%	Other	18	22%	18	22%
Pleasant Valley Plaza	46	41	43	93%	26	57%	English	24	52%	None Reported	11	24%	Korean	4	9%	11	24%
Primeau Place	55	53	51	93%	22	40%	English	44	80%	None Reported	5	9%	Russian	3	5%	6	11%
Ravenna School Apartments	40	39	40	100%	15	38%	English	28	70%	None Reported	5	13%	Other	4	10%	7	18%
Reunion House	27	28	27	100%	11	41%	None Reported	21	78%	English	4	15%	Other	2	7%	2	7%
Schwabacher House	44	44	43	98%	23	52%	None Reported	35	80%	English	7	16%	Spanish	2	5%	6	14%
South Park Manor	27	27	21	78%	6	22%	English	16	59%	Other	6	22%	None Reported	5	19%	4	15%
Sunrise Manor	34	32	33	97%	16	47%	English	16	47%	None Reported	14	41%	Russian	3	9%	4	12%
Wildwood Glen	26	24	26	100%	14	54%	None Reported	15	58%	English	9	35%	Tigrinya	2	8%	2	8%
Willis House	46	42	44	96%	18	39%	English	29	63%	None Reported	15	33%	Other	2	4%	2	4%
Westwood Heights	147	130	89	61%	54	37%	English	79	54%	Mandarin	11	7%	Spanish	9	6%	62	42%
Totals	1259	###	1113	88%	526	42%										254	20%

Note: Language is specified by Head of Household and applied to all family members.

Question #2: A potential proposer asked if "... the Cyber Security in Section 6 will be required?

Answer to Question #2: Yes, the Cyber Security coverage in Section 11B, #6 is required as explained in Item 1 above that includes clarification language. The selected/contracted consultant or organization will not have access to SHA's network. They will have direct access to SHA clients and will obtain or receive information from SHA residents. The selected/contracted consultant or organization may also receive referral based on need for the residents, which could include information such as name, apartment/unit number. SHA also plans to have the selected/contracted consultant or organization sign a newly created data share policy.

Requests for waivers of this coverage will be considered and reviewed by SHA Risk Control staff on a case-by-case basis as needed following selection of the successful proposer during the negotiation of the contract stage of this effort.

END OF REQUEST FOR PROPOSALS ADDENDUM #2

Revised 01-29-16