

Release Date: January 16, 2018

Request for Proposal (RFP)

Introduction

The Health Trust is a 501(c) 3 nonprofit organization, founded in 1996 as a community benefit foundation from the sale of three local nonprofit hospitals. For over twenty years, the organization has been a respected leader in Silicon Valley and a catalyst for change, improving the health and wellness of the community through partnership, advocacy and policy work, and direct services. The Health Trust Meals On Wheels program (MOW) serves seniors and other adults that lack the ability to prepare and shop for their own food as a result of age or health status. The program focuses on a range of strategies to improve nutrition and social interaction. This is done through support for caregivers.

Purpose and Goal

The Health Trust is seeking proposals from meal production vendors interested in preparing individual meals and delivering them to our San Jose distribution site, Monday through Friday, for our MOW clients. Our goal is to provide a variety of food options such as hot, chilled and frozen individual meals that meet the current Older American Act (OAA) Title 22 nutrition standards. Our clients will benefit most from meals that are well received and enjoyed, thus, their health and well-being improves or remains stable. The contract period is February 2018 through June 2019, with one-year renewable contracts through June 2020.

Eligibility Criteria

1. Santa Clara County –serving business. Organizations headquartered outside the County must demonstrate significant service to the area or the ability to service the area.
2. Prepares meals at a site that maintains the appropriate state and local health certifications for the facility.
3. Menus for MOW will comply with nutritional standards and nutrient targets as required by t

4.

Component	MOW/Older Americans Act
Meat/meat alternative	2.5-3.0 oz.wt.
Vegetable	2/3 - 1 cup
Fruit	1/2 cups or 1 serving

13. Responsible for transporting meals in the appropriate equipment to our site at 1043 Garland Ave., San Jose, CA 95126 between the hours of 7:30 and 8:00 a.m. Meals should arrive refrigerated and MOW staff will heat.
14. Responsible for the condition or care of said meal until MOW accepts delivery.
15. Provide daily temperature logs of said meals prior to delivery and at time of delivery.
16. Frozen meals will be delivered in a frozen state. Cold foods and milk will be delivered at 40 degrees Fahrenheit or below.
17. Provide a draft menu (on a MOW menu template) for the following month by the 20th calendar day of the month prior to use.
18. MOW may make adjustments to menu with approval from both parties no later than 5 calendar days prior to start of menu.
19. Re-supply meals within 2 hours after delivery if meals are delivered damaged, unsealed, outdated, or unusable per current California Safety standards.
20. Ability to provide meal delivery on all weekdays except the following: New Years Day, Martin Luther King, Jr. Day, President's Day, Memorial Day, Independence Day, and Labor Day, Thanksgiving and Christmas Day.
21. Comply with all applicable Federal, State and local statues and regulations with regard to preparation, distribution and consumption of meals which meet the Older Americans Act meal requirements, including, but not limited to, the nutritional content of meals, and nondiscrimination.

Your Response to this Request for Proposal

In responding to this request, we request the following information:

1. Detail company's experience in provi

