



ADDENDUM #1
Community Services - Area Agency on Aging
Boulder County Area Agency on Aging Financial Assistance for Older Adults &
Caregivers
SOQ # 7228-21

April 20, 2021

The attached addendum supersedes the original Information and Specifications regarding SOQ # 7228-21 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

Please note: The dates for this solicitation have changed.

A Non-Mandatory Pre-Proposal Video Conference Meeting through Microsoft Teams will be held on **April 27, 2021 at 1:00 p.m.** Please click on the link below, or use the call-in number.

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

+1 720-400-7859 United States, Denver

Phone Conference ID: 138 124 959#

Written Inquiries (Dates changed)

All inquiries regarding this SOQ will be submitted via email to the Boulder County Purchasing Office at purchasing@bouldercounty.org on or before 2:00 p.m. **April 30, 2021.** A response from the county to all inquiries will be posted and sent via email no later than **May 5, 2021.**

Please do not contact any other county department or personnel with questions or for information regarding this solicitation.

Submittal Instructions (Date changed)

Submittals are accepted online at <https://bouldercountyaaa.oaa-sys.com/rfp/public/> and are due no later than **2:00 p.m. Mountain Time on May 14, 2021**. Instructions for navigating the online platform can be found within the site. **NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED.**

More information about this Solicitation of Qualifications

Context

- The Business Results team is leading Area Agency on Aging (AAA) efforts to expand access to services, increase client choice of services and providers, improve customer service, and make data-driven decisions about the services we offer.
- This Solicitation of Qualifications (SOQ) will **inform** the overall budget and final format and direction of our financial assistance programs.
- **Agencies that do not respond to the SOQ will still be able to refer client applications** to the AAA for Financial Assistance (Short Term Assistance) and Respite Assistance.

Rationale

- **Client choice** – opening the SOQ to qualified providers expands client choice of service provider and eliminates the need for an additional referral to the AAA in many cases by providing local financial assistance.
- **Quality** – it is our desire to provide to provide quality customer service and streamline the client experience. It is our intent that on-the-ground delivery of financial assistance services compliment and supplement participating organization's own service and program offerings.
- **Data** – the SOQ will inform programmatic next steps. Holding a SOQ for these services allows us to determine community need and adequately budget for anticipated financial assistance needs for the next fiscal year.
- **Contracts** – moving to a Continuing Services Contract (rather than an MOU) allows us to provide additional funds to participating agencies, as funds are

available and needs demonstrated, without further amendments to the agreement.

Response vs. Non-Response

- Responding agencies may choose to participate in any or all services in the SOQ (aka select all that apply):
 - Financial Assistance (60+)
 - Caregiver Financial Assistance
 - Respite Assistance
- For agencies that choose not to respond:
 - There will be a AAA managed budget for referred clients of community-based organizations.
 - Funds will be available on a first come, first serve basis, as they have in years past.
 - Completed applications are submitted directly for payment to the Business Results team.

Submittal Instructions:

Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on May 14, 2021**

Please note that email responses to this solicitation are limited to a maximum of 50MB capacity. NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. Electronic Submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as **SOQ # 7228-21** in the subject line.

All proposals must be received and time and date recorded at the purchasing email by the above due date and time. Sole responsibility rests with the Offeror to see that their proposal is received on time at the stated location(s). Any proposal received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all proposals, to waive any informalities or irregularities therein, and to accept the proposal that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

April 20, 2021

Dear Vendor:

This is an acknowledgment of receipt of Addendum #1 for SOQ #7228-21, Boulder County Area Agency on Aging Financial Assistance for Older Adults & Caregivers.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to purchasing@bouldercounty.org as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgement that the vendor understands that due to COVID-19, **BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____ **Date:** _____

Name of Company _____

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