

2026-2029 CATERER PROPOSAL QUESTIONS & ANSWERS

(As of 10/03/2025)

- 1. Question:** Pertaining to the number of meals for Lorain County, currently our agency has the Home Delivered Meals contract for Lorain County and the number of meals to deliver for the year is 213,325. On the RFP, appendix D, the number of meals goes down to 146,661. Can you please clarify the reason for the decrease and confirm that we are to base our per meal pricing on the 146,661?

Answer: The Group D approximate meal total for the 2026-2029 caterer proposal is based on projected funding availability.

- 2. Question:** I'm reading over the Caterer Specifications and exploring frozen meal options. I'm in contact with a number of companies that provide such, including Traditions and Golden Gourmet, both of whom I know are used by others in the Western Reserve area. Are there specific menus that need to be followed for the frozen foods as long as all general components are met for nutritional adequacy or just for the hot catered meals, as those are the only menus that I can find?

Answer: All meals for this opportunity, including frozen meals, must meet the OAA nutrition guidelines.

- 3. Question:** Can you clarify what menus the frozen meals need to follow, though? I can only find menus referencing the hot meals.

Answer: WRAAA does not provide a menu for frozen meals. The Food Preparer is responsible for providing frozen meals that meet OAA guidelines. The Food Preparer must provide the menu for frozen meals to WRAAA.

- 4. Question:** My question is in regard to the bid bond process. Do we need both a bid bond and a check for 5% of the contract amount? Also, is the contract amount, the amount for 1 year or for all 4 years?

Answer: The competitive proposal in excess of \$10,000 must be accompanied by a Bid Bond in a sum equal to five percent of the amount proposed in the competitive proposal.

- 5. Question:** Why does the price remain the same on the bid sheet for all four years in the proposal?

Answer: The price is set for four years because the funding does not typically change from year to year for Older Americans Act programs. Food preparers may request price increases, but they are not guaranteed.

- 6. Question:** In our reviewing of the RFP, we had a question about the number of meals for Cuyahoga and Medina counties. The number of meals for these two counties appears to be less than what we are presently doing through our current contract, and less than what was in the previous RFP from 2022. Can you advise if there is a planned reduction in the number of meals to be provided for the new contract period?

Answer: The approximate number of meals appearing on the bid pricing sheets are based on projected funding availability. The approximate number may be lower on some pricing sheets than in previous years.