

Request for Proposal #26350 Amendment #1

City of Memphis Proposal for Management of Ruth Tate Senior Center (Providing Adult Day Care, Recreational and Social Programs/Activities) Request for Proposal # 26350

Questions & Answers – Due October 25, 2013

1) Will All equipment, computers, materials, appliances, furnishings, fitness/game equipment, supplies, etc., that are currently in the facility remain in the center for the new operator, after the agreement?

The City reserves the right to re-locate said equipment/supplies, etc., per items reflected above prior to the new operator taking possession of the facility. All other items not re-located may be thereafter, utilized by the new operator as desired.

2) How soon will the center need to open after an agreement is finalized?

The City would be flexible in this area, but generally once the Agreement is finalized and ALL Adult Day Service improvements are completed, the facility would be expected to be fully operational and providing services to the Memphis public within no less than 30 days.

3) Will any potential operator be able to make input to any upgrades to the center that are being considered?

The City is receptive to input regarding upgrades from the winning bidder. However, the City does not have designated funding for such improvements, but if possible, may be able to coordinate some suggested improvements within the planned upgrades being funded by the Methodist (State) Adult Day Care Improvement Grant.

4) Who are the members of the RFP Evaluation Team?

The Evaluation Team is comprised of five (5) City Officials:

Deputy Director P&N – Dr. LaSonya Hall

Deputy Director P&N – Larry Smith

Deputy Director P&N – Joseph Lee

Asst. City Treasurer – Pat Black (replacement for Anita Taylor)

Administrator of Recreation Services - Detric Stigall

5) Will the Agreement be all inclusive with Adult Day Care Services and Recreational Services component of the senior center or for Adult Day Care Services only?

The resulting Agreement may be structured either in-part or whole, as to the Adult Day Care Services operations and may or may not include the Recreational Service offerings.... Which will be at the discretion of the City and per Agreement as expressed by the parties in the final Agreement.

RFP PROJECTED CALENDAR OF EVENTS

Request for Proposal release date October 08, 2013

Bidders Pre-Submission Conference October 15, 2013

Questions Due October 21, 2013

>>>>> Publish Questions & Answers (Q&A) October 25, 2013 <<<<<<<<<<

RFP Responses - Due to City (before 2:00pm CST) November 01, 2013

Evaluation/Interviews/Candidate Selection November 04 – 07, 2013

Contractual process Nov 08, 2013 – Jan 07, 2014