

## LETTER OF INTENT TO APPLY & NOTICE OF SUBCONTRACTOR NEEDS

The following agency declares its intention to apply as an Elderly Nutrition Provider (ENP) under Title IIIC of the Older Americans Act.

<b><u>1. ENP Applicant:</u></b>	Business Name: PurFoods LLC dba Mom's Meals Address: 718 SE Shurfine Drive Ankeny, Iowa 50021  Telephone: (515) 963-0641 Fax: (515) 963-0671 Email: nathan.jensen@momsmeals.com Contact: Nathan Jensen, General Manager
<b><u>2. Geographic Area Covered:</u></b>	Mom's Meals can offer Home Delivered Meals to clients throughout the Estuary Region of the Senior Resources - Agency on Aging.
<b><u>3. Subcontractor Needs – check one:</u></b>	
<input type="checkbox"/>	<b>This agency will submit an application without subcontractors</b>
<input checked="" type="checkbox"/>	<b>This agency will subcontract services – See details below</b>
Potential subcontractors should contact this ENP applicant to receive complete quotation/contract information. Deadline for submission of formal subcontractor quotations to this ENP applicant is listed below. <b>NO FORMAL QUOTATIONS WILL BE ACCEPTED AFTER THE DEADLINE.</b>	
<b><u>4. Subcontractor Quotation Submission Deadline</u></b>	Deadline Date: March 1, 2009 Deadline Time: 5:00 PM Central Number of copies to be submitted: 1 original, 1 copy Submit Quotations to: Mom's Meals Nathan Jensen 718 SE Shurfine Drive Ankeny, Iowa 50021

**5. ITEMS TO BE SUBCONTRACTED**

<b>Activity</b>	<b>Pages of ENP Proposal Form to be completed for Subcontractor Quotation</b>	<b>Subcontractor Formal Quotation (FQ) or Small Subcontractor (SC) Requested</b>	<b>ENP Will Provide Without a Subcontractor</b>
Meal Preparation Including: food sanitation and safety, and final product quality	Pages: 8 -16 and appropriate meal cost quotation sheets		X
Menu Development	Pages: 17-19		X
Menu Certification	Pages: 20-21		X
Community Café Meal Delivery	Pages: 22-23		X
Home Delivered Meal Delivery	Pages: 24-25		X
Client Assessments	Pages: 41-42	X	
Nutrition Education	Pages: 43-46		X
Outreach	Pages: 47-53		X

**6. PROJECT CALENDAR**

<b>Month</b>	<b>Estimated # of Serving Days</b>	<b>Holidays</b>
October	31	
November	30	Thanksgiving
December	31	Christmas
January	31	New Years Day
February	28	
March	31	
April	30	
May	31	Memorial Day
June	30	
July	31	4th of July
August	31	
September	30	Labor Day
Estimated Total # of Serving Days	365	6

**7. ESTIMATED NUMBER OF MEALS PROPOSED BY ENP**

Type of Meal	Meals for which Formal Caterer Quotations (FQ) or Small Caterer Process (SC) May Be Requested		Meals to be prepared by ENP without a subcontractor	
	Congregate	Home Delivered	Congregate	Home Delivered
Congregate (regular)				
Home Delivered, double pack				
Home Delivered, hot only				
Home Delivered, cold only				134
Home Delivered, frozen				
Breakfast meals				X
Dinner meals				X
Special event meals				
Restaurant meals				
Quick chilled meals				
Emergency meals, shelf stable				
Emergency meals, frozen				
Kosher Meals				
Spanish meals				
Russian meals				
Other ethnic meals (specify)				
Diabetic meals				X
Chopped/pureed meals				
Other special diets or therapeutic (specify)				
Other (specify)				
<b>Total (unduplicated)</b>				<b>134</b>

**8. Estimated number of meals to be served per day**

Type of Meal	Meals for which Formal Caterer Quotations (FQ) or Small Caterer Process (SC) May Be Requested		Meals to be prepared by ENP without a subcontractor	
	Congregate	Home Delivered	Congregate	Home Delivered
Mondays				
Tuesdays				
Wednesdays				
Thursdays				134
Fridays				
Saturdays				
Sundays				
Estimated Total Weekly Meals				134

9. Proposed number of:	To Be Subcontracted	ENP Without a Subcontractor
Congregate meal sites		
Home delivered meal routes		Done by UPS or FedEx