

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.

<u>1. ENP Applicant:</u>		Business Name: CW Resources, Inc. Address: 200 Myrtle Street Telephone: 860-229-7700 Fax: 860-229-6847 Email: rwilliams@cwresources.org Contact: Robert Williams
<u>2. Geographic Area Covered:</u>		Central Region Berlin, Bristol, Burlington, New Britain, Plainville, Plymouth, Southington
<u>3. Subcontractor Needs – check one:</u>		
<input checked="" type="checkbox"/>	This agency will submit an application without subcontractors	
<input type="checkbox"/>	This agency will subcontract services – See details below	
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. NO FORMAL QUOTATIONS WILL BE ACCEPTED AFTER THE DEADLINE.		
<u>4. Subcontractor Quotation Submission Deadline</u>		Deadline Date: Deadline Time: Number of copies to be submitted: Submit Quotations to:

5. ITEMS TO BE SUBCONTRACTED

Activity	Pages of ENP Proposal Form to be completed for Subcontractor Quotation	Subcontractor Formal Quotation (FQ) or Small Subcontractor (SC) Requested	ENP Will Provide Without a Subcontractor
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

Month	Estimated # of Serving Days	Holidays
October	21	Columbus Day 10/12/2009
November	19	Veteran's Day 11/11/2009, Thanksgiving 11/26/2009
December	22	Christmas 12/25/2009
January	19	New Year 1/1/2010, MLK 1/19/2010
February	19	President Day 2/15/10
March	23	None
April	21	Good Friday 4/2/2010
May	20	May 31, 2010
June	22	None
July	21	July 5, 2010
August	22	None
September	21	Labor Day 9/6/2010

Estimated Total # of Serving Days	250
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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)			45,000	
Home Delivered, double pack				30,000
Home Delivered, hot only				48,000
Home Delivered, cold only				
Home Delivered, frozen				
Breakfast meals				
Dinner meals				
Special event meals				
Restaurant meals				
Quick chilled meals				
Emergency meals, shelf stable				
Emergency meals, frozen				
Kosher Meals				
Spanish meals			2,000	
Russian meals				
Other ethnic meals (specify)				
Diabetic meals				
Chopped/pureed meals				
Other special diets or therapeutic (specify)				
Other (specify)				
Total (unduplicated)			47,000	78,000

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			181	300
Tuesdays			181	300
Wednesdays			181	300
Thursdays			181	300
Fridays			181	300
Saturdays				
Sundays				
Estimated Total Weekly Meals			905	1500

9. Proposed number of:	To Be Subcontracted	ENP Without a Subcontractor
Congregate meal sites	0	8
Home delivered meal routes	0	10