

## 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: New Opportunities, Inc. Address: 232 North Elm St. Waterbury, CT 06702  Telephone: 203-575-4209 Fax: 203-575-4318 Email: mgill@newopportunitiesinc.org Contact: Mary-Kate Gill
<b><u>2. Geographic Area Covered:</u></b>	Central Naugatuck Valley Region: Waterbury, Wolcott, Prospect, Cheshire, Thomaston, Watertown, Woodbury, Middlebury, Southbury, Beacon Falls, Bethlehem, Naugatuck
<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>	<b>Deadline Date: 2/10/12</b> <b>Deadline Time: 2 pm</b> <b>Number of copies to be submitted: 4</b> <b>Submit Quotations to: Mary-Kate Gill</b>

**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	X
Home Delivered Meal Delivery	Pages: 24-25		X
Nutrition Education	Pages: 41-44		X
Outreach	Pages: 45-47		X
Nutrition Counseling	Page: 55		NA

**6. PROJECT CALENDAR**

<b>Month</b>	<b>Estimated # of Serving Days</b>	<b>Holidays</b>
October	22	10/8/12
November	19	11/12/12; 11/22/12; 11/23/12
December	20	12/25/12
January	21	1/1/13; 1/21/13
February	18	2/12/13; 2/18/13
March	20	3/29/13
April	22	
May	22	5/27/13
June	20	
July	22	7/4/13
August	22	
September	20	9/2/13
Estimated Total # of Serving Days	249 HD/245 Cong	

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

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)	18,458			
Home Delivered, double pack		211,760 meals (105,880 dbl pkg)		
Home Delivered, hot only single meal		5,408		
Home Delivered, cold only		0		
Home Delivered, frozen		35,890 meals (17,945 dbl pkg)		
Breakfast meals				
Dinner meals				
Special event meals	800			
Restaurant meals	21,500 (SC)			
Quick chilled meals	15,500	43,442 meals (21,721 dbl pkg)		
Emergency meals, shelf stable		2,500		
Emergency meals, frozen		2,500		
Kosher Meals	1,200 (SC)	750 (SC)		
Spanish meals	2,600	3,500 meals (1,750 dbl pkg)		
Russian meals				
Other ethnic meals				
Diabetic meals				
Chopped/pureed meals				
Other special diets or therapeutic				
Other (specify)				
Salad Bar	1,000			
<b>Total (unduplicated)</b>	<b>61,058</b>	<b>305,750</b>		

Approximately 43% of the above HD meals are special diets  
 Approximately 1% of the above meals are either chopped or pureed  
 Approximately 45% of the above HD meals are TIII; 55% of the above HD meals are non-TIII

**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	170	1060		
Tuesdays	235	1060		
Wednesdays	292	1060		
Thursdays	275	1060		
Fridays	202	1060		
Saturdays	0	289		
Sundays	0	289		
Estimated Total Weekly Meals	738 (FQ) 436 (SC)	5,866 (FQ) 14 (SC)		

9. Proposed number of:	Meals To Be Subcontracted	ENP Without a Subcontractor
Congregate meal sites	20	
Home delivered meal routes	21	