

To: Damon Scott, Director, Human Services

From: Randy Webb, Senior Procurement Agent, Purchasing & Contracting, Team A

Date: October 6, 2021

Re: Chair Report: Request for Proposal (RFP) No. 20-500560 for In-Home Services for Older Adults, Persons with Disabilities, and Their Caregivers (Multiyear Contract)

RECOMMENDATION: Rem-Kiks Health Care Services, Inc.

The Evaluation Committee has completed its evaluation and is hereby recommending Rem-Kiks Health Care Services, Inc., the sole responsive and responsible proposer, to be awarded the contract for all three service types (Personal Care, Homemaker, and Respite Care) for RFP 20-500560. The committee received 3 proposals. Metz Culinary Management, Inc. was deemed non-responsive for failure to do the following: Submit a Private Home Care Provider License for Georgia, meet the LSBE requirements, and submit the Cost Proposal Form. J&J Optimal Choice, LLC dba Home Instead Senior Care was deemed non-responsive for failure to meet the LSBE requirements. The score below has been rounded to the nearest whole number.

Please complete the attached Recommendation Form authorizing the Department of Purchasing and Contracting to move forward with submitting the Evaluation Committee's Recommendation to the Board of Commissioners.

SCORES FOR ALL FIRMS:

FIRMS	AVERAGE SCORE
Rem-Kiks Health Care Services, Inc.	91

PROPOSED COSTS FOR ALL FIRMS:

FIRMS	PERSONAL CARE	HOMEMAKER	RESPITE CARE	TOTAL
Rem-Kiks Health Care Services, Inc.	\$389,250.00	\$428,187.50	\$225,200.00	\$1,042,637.50

PLEASE NOTE: Rem-Kiks Health Care Services, Inc. initially proposed a total cost of \$1,064,755.00 for Personal Care (\$398,065.00), Homemaker (\$436,275.00), and Respite Care (\$230,415.00) services. A Best and Final Offer (BAFO) was requested. Rem-Kiks Health Care Services, Inc. submitted a BAFO of \$1,042,637.50 total for Personal Care, Homemaker, and Respite Care services.

RFP 20-500560 for In-Home Services for Older Adults, Persons with Disabilities, and Their Caregivers (Multiyear Contract)

User Department's Recommendation

User Department Name Human Services

Recommended Proposer(s) meets our approval.

Proposer 1: Rem-Kiks Healthcare Services/\$1,042,637.50

Proposer 2: _____
Name/Amount Name/Amount

Proposer 3: _____ Proposer 4: _____
Name/Amount Name/Amount

Project Amount This Term: \$1,042,637.50


Funding:

General Enterprise 3 Digit Fund Code 250 : ARC funds and Reserve
for Senior Funds

CIP Line Item No. (if applicable): _____

Justification: To provide in-home services to eligible seniors of DeKalb County for the three years using Federal and State funding from the Atlanta Regional Commission (ARC) as well as the Reserve for Seniors Set- Aside Funds.

Damon Scott , Director Human Services 10/7/21
Name, Title Date


Department Director 10/7/21
Date