

MEMO

DATE: February 24, 2023

TO: Michelle Butler, Interim Director
DeKalb Purchasing and Contracting Department

FROM: Damon Scott, Director *DS*
DeKalb Human Services Department

SUBJECT: Meals on Wheels Atlanta Contract Amendment for Contract # 1226949

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The Human Services Department is requesting your approval to include an amendment to Meals on Wheels Atlanta's (MOWA) congregate meals contract # 1226949 (RFP20-500541) to include congregate meals at the new East Central DeKalb Senior Center, 4885 Elam Rd., Stone Mountain, GA that is slated to open in the spring of this year.

MOWA has agreed to provide this service at the contract rate of \$8.74 per meal. We are projecting approximately 32,500 meals to be provided over the next year, which will increase the contract by \$284,050.

This amendment will allow for the immediate provision of meals at the new East Central DeKalb Senior center while additional meal providers are solicited to provide service at this location.

Ms. Charlotte Newton-Daniely is the designated point of contact for any questions that you may have regarding this request. Ms. Newton-Daniely can be reached at (470)898-7909 or via email at cndaniely@dekalbcountyga.gov.

Thank you for your assistance with this matter.

DS/cnd

Cc: Charlotte Daniely, Human Services Administrator, DeKalb Office of Aging
Ilma Hodge, Senior Fiscal Officer, DeKalb Human Services