

Request for Proposals - 2022

Chore Services

Home Cleaning, Deep Home Cleaning, Organization, Pest Control, Carpet/Upholstery Cleaning, and associated tasks

Resources for Seniors is seeking qualified companies to provide services under our new Chore Services and Enhanced Chore Services program

Chore Services & Enhanced Chore Services are new services being implemented at Resources for Seniors. The goal of these services are to help older adults in Wake County be supported in their efforts to live in safe and sanitary dwellings. Older adults often have unique challenges that may contribute to an ability to live in the community and prevent or delay higher levels of care, including financial challenges, chronic or acute disabilities, or a lack of informal or formal supports.

Our agency is seeking to enter into a subcontract with up to five businesses whose specialties cover one or more of the services below:

Basic cleaning services, including but not limited to vacuuming of carpets and rugs, dusting and polishing of furniture and decorations, cleaning of bare floors, kitchen appliances, bathtub and/or shower stall, toilet, sinks and water fixtures, and other similar requests. This service will often be repeating at regular intervals.

Enhanced cleaning services, including single-service deep or heavy-duty cleaning to remediate a safety or sanitation scenario.

Other supportive services, including pest control, pest remediation, organizing, junk removal, yardwork projects.

To respond to this RFP, please submit the following by Wednesday, October 5th 2022 at 5pm:

1. A cover letter, signed by the official who would be responsible for entering into a contract for services, expressing an interest to be considered for participation under the Chore Services program. The letter should include the scope of services that the Proposing Business is prepared to provide, based on the list above.
2. A narrative (no more than one page) that describes the process your business would undertake to accept referrals from our agency, to assign the work, and to document and invoice completed services. Be sure to include any comments about expected turnaround time between a referral and the service being provided, and the likelihood that a preliminary visit would be needed to assess the home environment of our clients. Please describe your business' experience in providing the services you are including in your proposal.
3. A current Certificate of Insurance detailing the liability coverage you provide for your business and employees, and proof of Worker's Compensation coverage if required by law. Each vendor is required to provide adequate coverage for services provided under this contract, and Resources for Seniors will be listed as a Certificate Holder. A Hold Harmless clause will be included in each contract.
4. A list of proposed pricing by each service your business is interested in providing to our Chore Service clients.

All clients will be older adults residing in Wake County, NC. The anticipated number of clients is 60, some with ongoing services and others with one-time needs. Proposing businesses will be evaluated on pricing, their commitment to being able to provide services in communities across the county on a timely basis, and demonstrated experience in providing the services proposed.

Successful proposing businesses will be invited to participate in a contracting session with Resources for Seniors to discuss contract terms. It is anticipated that this project will begin on or about October 15, 2022, and will end on or about September 30, 2024.

To respond to this RFP, please provide the items 1-4 above to:

Mail or Hand Deliver:

Resources for Seniors
Attn: Chore Services RFP
1110 Navaho Dr, Suite 400
Raleigh, NC 27609

Fax:

919-872-6683
Attn: Chore Services RFP

E-Mail:

Reception@rfsnc.org
Subject Line: Chore
Services RFP

All proposals must be received in our office no later than 5pm on Wednesday, October 5th 2022 at 5 pm. Respondents mailing their proposals should plan for timely US Mail distribution (including a postmark of no later than October 3, 2022.)

Resources for Seniors is a private nonprofit organization that serves older adults in Wake County, NC. To learn more, please visit www.ResourcesForSeniors.com

