

BOSTON CONSORTIUM REQUEST FOR PROPOSALS

Sealed proposals are hereby solicited for multiple contractors for the provision of services to the consumers of [Boston Senior Home Care](#) (Lincoln Plaza, 89 South Street, Suite 501, Boston, MA, 02111), [Central Boston Elder Services](#) (2315 Washington Street, Boston, MA 02119) and [Ethos](#) (555 Amory Street, Jamaica Plain, MA 02130) (hereinafter referred to as 'the Consortium'). The Consortium, comprised of three separate corporate entities designated as Aging Services Access Points (ASAPs) by the Executive Office of Aging & Independence (hereinafter referred to as AGE), seeks to provide the following services to consumers:

Adult Day Health	• Physical Therapy
Aide Assisted Transportation Service	• Home Safety/Independence Evaluations (Occupational Therapy)
Alzheimer's Coaching-Habilitation Therapy	• Speech Therapy
Assistive Technology- Electronic Comfort Pets	
Behavioral Health Services	Laundry
Chore	Legal Services
Companion	Medication Dispensing System
Competency Evaluation	Orientation and Mobility (Vision Rehabilitation)
Emergency Shelter	Peer Support (Certified Older Adult Peer Specialist)
Environmental Accessibility Adaptations	Personal Emergency Response Systems (PERS)
Evidenced Based Education Programs	Respite Care-Short Term Care
Financial Consultation	Supportive Day Program
Grocery Shopping and Delivery Service	Supportive Home Care Aide
Goal Engagement Programs	Transitional Assistance (housing search support)
Home Delivery of Medication	Translation/Interpretation
Home Health Services	Transportation
• Complex Care Training and Oversight (Skilled Nursing)	Video Communication and Monitoring
• Home Health Aide	Wanderer Locator Service

Respondents may bid to provide services to any or all of the Consortium members; successful bidders will enter into separate contracts with each Consortium member.

The duration of the contracts will be for three years, beginning October 1, 2025 and terminating on September 30, 2028. Contracts may be amended at any time during the contract period to reflect rate or service changes negotiated between the Consortium or any of its members and the Provider. Certain rates established by the Division of Health Care Finance and Policy, AGE, or other regulatory bodies, cannot be amended by Consortium members (please see Attachment D to this RFP for details).

First year rates may be negotiated subsequent to the acceptance of a bidder's response.

For the purpose of purchasing services for ASAP clients, AGE issues standard contract forms and AGE reserves the right to amend the contract forms. In submitting a response to this RFP, the bidder affirms that it is not under federal or state debarment and acknowledges it has read the relevant contract forms for the service(s) it proposes to provide, and agrees to comply with all of the terms contained therein. Both contract forms are provided as attachments to the RFP for informational purposes only. Their

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inclusion does not constitute the award of a contract. Bidders should not submit the contract form with their proposal response.

Bid specifications for the RFP must be downloaded and are available on each ASAP's website. Bidders are solely responsible for obtaining and completing the required bid documents and any attachments referenced, and for checking the ASAP's website on a regular basis for any addenda or modifications that are subsequently made to this RFP or attachments. The Consortium accepts no liability and will provide no accommodation to bidders who fail to check for amended RFP's and submit inadequate or incorrect responses. Bidders may not alter (manually or electronically) the RFP language or any RFP component files. Modifications to the body of the RFP, specifications, terms and conditions, or which change the intent of the RFP are prohibited and may disqualify a response.

Bidders with a disability or hardship may seek reasonable accommodation, which may include the receipt of the RFP information in an alternative format. Bidders must communicate such requests in to BostonConsortium@centralboston.org. Requests for accommodation will be addressed on a case-by-case basis. A bidder requesting accommodation must submit a written statement that describes the bidder's disability and the requested accommodation via BostonConsortium@centralboston.org. The Consortium reserves the right to reject unreasonable requests.

Proposals are due no later than May 30th, 2025 AT 12:00 P.M.

Proposals must be submitted, in its entirety, on a thumb drive (USB or USB-C accepted) enclosed in a sealed package marked "Sealed Bid" to **each ASAP** (three copies if you intend to contract with all three ASAPs).

Proposals must be hand delivered or mailed to the following addresses:

Boston Senior Home Care

Attn: Melissa Diaz
Boston Senior Home Care
89 South Street, Suite 501
Boston, MA 02111

Central Boston Elder Services

Attn: Aixa Marcial
Central Boston Elder Services
2315 Washington Street
Boston, MA 02119

Ethos

Attn: Paul Rinaldi
Ethos
555 Amory Street
Jamaica Plain, MA 02130

Proposal Submission Requirements:

1. Proposals must be on a thumb drive (USB or USB-C accepted) and hand delivered or mailed to the intended ASAP by May 30th, 2025 at 12:00pm.

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2. Clearly number and label each document according to the order listed on RFP checklist.
3. Hand-written applications will not be accepted.
4. Applications sent by email will not be accepted.
5. Applications partially completed and/or missing requested documentation will not be accepted.
6. Completed applications must be received by the deadline of May 30th, 2025 at 12:00pm.

The Consortium reserves the right to reject any and all proposals if it is determined that such refusal is in the public interest. We also reserve the right to amend or withdraw all or any part of the RFP and/or services sought by the RFP. This RFP does not commit the Consortium to any of its members to award a contract, to pay any costs incurred in the preparation of this application, or to produce any services.

Boston Senior Home Care, Central Boston Elder Services, and Ethos, are Affirmative Action and Equal Employment Opportunity (AA/EEO) agencies. The Consortium strongly encourages minority, and women owned businesses to respond to this RFP. Bidders who wish to be considered as women and/or minority businesses must be certified as such through the Commonwealth' Supplier Diversity Office, and provide a copy of their certification with their application. To learn about certification, visit the Commonwealth's Supplier Diversity Office at <http://www.somwba.state.ma.us/default.aspx>.