

REQUEST FOR INFORMATION

#RFI 8895

RFI TO SELECT PARTNERS TO STRENGTHEN AND COORDINATE SERVICES FOR OLDER ADULTS

FOR

Washtenaw County

Issued By:

Washtenaw County Purchasing
Administration Building
220 N. Main Street
Ann Arbor, MI 48104

Beth A. Duffy, CPPB
Purchasing Manager
(734) 222-6761



Proposal Submitted by:

Please type Bidder's Company Name & include as proposal cover



WASHTENAW COUNTY Finance Department

Purchasing Division

220 N. Main, Ann Arbor, MI 48104
phone (734) 222-6760, Fax (734) 222-6764
www.purchasing.washtenaw.org

RFI #8895

June 25, 2026

Washtenaw County Purchasing Division on behalf of the Office of Aging Services is issuing an RFI #8895 for RFI TO STRENGTHEN SERVICES FOR OLDER ADULTS IN WASHTENAW COUNTY BY ENHANCING RESOURCES, ADDRESSING UNMET NEEDS, AND IMPROVING COORDINATION.

All required bid documentation for this project may be obtained at the Washtenaw County Purchasing Division website, <https://www.washtenaw.org/2431/Open-Bids>

Sealed Proposals:

Bidder will deliver an electronic response to this solicitation at our Open Bids website by using the "Submit A Proposal" button associated with RFP#8895 at:

<https://www.washtenaw.org/2431/Open-Bids>

By Friday, July 31, 2026 @ 4:00 pm EST

Proposals received after the above cited time will be considered a late bid and are not acceptable unless waived by the Purchasing Manager.

- Your proposal submission must be clearly marked **RFI #8895**
- Please direct purchasing and procedural questions regarding this RFI to Beth Duffy via e-mail only to duffybw@washtenaw.org.

Bidders or their representatives are prohibited from communicating with Washtenaw County employees regarding this RFI. Violation of this provision by the bidders and/or their agent may lead to disqualification of the bidder's proposal from consideration.

RFI #8895 to Strengthen and Coordinate Services for Older Adults

This document is issued as a Request for Information (RFI) and is intended solely to gather details, insights, and ideas from interested organizations. It is not a Request for Proposals (RFP) and will not result in a contract award. Some of the included terms and conditions resemble those commonly used in RFPs. These are provided to give respondents an early understanding of expectations and requirements that may appear in a future RFP, should the County decide to issue one.

Respondents are encouraged to answer the RFI based on their current capabilities and experience and may choose to review the included terms to help them prepare for a potential subsequent RFP.

PROPOSAL INFORMATION

I. PROPOSAL DEFINITIONS

Definitions

“Bidder”	An individual or business submitting a bid to Washtenaw County
“Contractor/Vendor”	One who contracts to perform services in accordance with a contract
“County”	Washtenaw County in Michigan
“Department”	Office of Aging Services
“Care Partner”	Unpaid individual who partners with an individual 60 years or older on care

II. TERMS

A. Washtenaw County reserves the right to reject any and all proposals received as a result of this RFI. If a proposal is selected, it will be the most advantageous regarding price, quality of service, the CONTRACTORS qualifications and capabilities to provide the specified service, and other factors that the County may consider. The County does not intend to award a contract fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before a contract would be awarded and negotiations would be undertaken with that CONTRACTOR whose proposal is deemed to best meet the County’s specifications and needs.

B. The County reserves the right to reject any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures, and to accept or further negotiate cost, terms, or conditions of any bid determined by the County to be in the best interests of the County even though not the lowest bid.

C. Proposals must be signed by an official authorized to bind the CONTRACTOR to its provisions for at least a period of 90 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award.

RFI #8895 to Strengthen and Coordinate Services for Older Adults

D. In the event it becomes necessary to revise any part of the RFI, addenda will be provided. Deadlines for submission of RFI's may be adjusted to allow for revisions.

E. Proposals should be prepared simply and economically providing a straightforward, concise description of the CONTRACTOR'S ability to meet the requirements of the RFI. Proposals must be typed or clearly legible. No erasures are permitted. Mistakes may be crossed out and corrected and must be initialed in ink by the person signing the proposal.

F. The initial award of this contract shall be for a period of up to 3 year(s) pending agreement by both parties.

G. CONFLICT OF INTEREST. Contractor warrants that to the best of contractor's knowledge, there exists no actual or potential conflict between contractor and the County, and its Services under this request, and in the event of change in either contractor's private interests or Services under this request, contractor will inform the County regarding possible conflict of interest which may arise as a result of the change. Contractor also affirms that, to the best of contractor's knowledge, there exists no actual or potential conflict between a County employee and Contractor.

H. The bidder shall be responsible for all costs incurred in the development and submission of this response. Washtenaw County assumes no contractual obligation as a result of the issuance of this RFI, the preparation or submission of a response by a bidder, the evaluation of an accepted response, or the selection of finalists. All proposals, including attachments, supplementary materials, addenda, etc. shall become the property of Washtenaw County and will not be returned to the bidder.

I. Any responses, materials, correspondence, or documents provided to Washtenaw County under this solicitation are subject to the State of Michigan Freedom of Information Act and may be released to third parties in compliance with that Act.

J. Local Vendor Preference – A policy adopted by the Washtenaw County Board of Commissioners (BOC) that shall govern the procurement of goods, services and food from local vendors located in Washtenaw County and the State of Michigan. The intent of the BOC is to encourage and promote economic growth and regional job development. The policy shall be applied to Washtenaw County operated programs as allowed, except those that are federally funded directly or indirectly. All other Procurement Policies and Procedures remain in full effect.

K. Any oral responses to any questions shall be unofficial and not binding on Washtenaw County. The County's procurement staff will make such interpretation or correction, as well as any additional RFI provisions that the County may decide to include, only as an RFI addendum. Procurement staff will e-mail addendums to each prospective Submitter recorded as having received a copy of the RFI. Any addendum issued by the County shall become a part of the RFI. Submitters should consider issued addendums in preparing his or her proposal submission. Questions may not be responded to if received within five (5) business days prior to bid opening.

RFI #8895 to Strengthen and Coordinate Services for Older Adults

III. VENDOR SPECIFICATIONS

The proposal shall include **all** of the following information. Failure to include all of the required information may result in disqualification of a Bidder.

- A. Review contract provisions and insurance requirements. Note any limitations on any of the articles or insurance requirements in Sample Contract (see Addendum A).

IV. AWARD

The County reserves the right to award this contract to more than one vendor for the different areas of work at the County's discretion. The County reserves the right to add additional vendors at any time to ensure adequate services.

RFI #8895 to Strengthen and Coordinate Services for Older Adults

V. SCOPE OF WORK

Background

The Older Persons Millage, approved by voters in 2024, provides dedicated funding for planning, coordinating, and delivering services for adults aged 60 and older in Washtenaw County. The Office of Aging Services (OAS) is responsible for developing and administering a cohesive service system that reflects Board of Commissioners priorities and responds to the diverse needs of older adults.

The Older Persons Millage Framework and Operations Policy (see supporting documentation) outlines that a formal RFP process will be used to award contracts for services beginning in 2026 and every three years thereafter. These RFPs must be informed by needs assessment data, service utilization patterns, provider capacity, and identified gaps in the current network, ensuring that investments are aligned with policy direction and community need.

This RFI is being issued to gather the information necessary to shape that upcoming RFP process. Insights from providers and stakeholders will help clarify unmet needs, avoid duplication, strengthen coordination, and ensure that the future RFP is well designed, transparent, and responsive to the realities of aging and aging services in Washtenaw County.

Partnerships for Older Adult Services

The purpose of this RFI is to collect information from organizations with the 1) interest, capacity, and expertise to deliver services to adults aged 60+ in alignment with the Older Persons Millage and 2) provide input on the Millage funding priorities and strategy. The County is not awarding contracts through this RFI. Instead, responses will inform the development of upcoming Requests for Proposals (RFPs) and guide strategic planning conducted by the OAS.

Responses to this RFI will be used by the Office of Aging Services and the Older Persons Millage Planning and Review Committee (OPMPRC) to:

- Refine upcoming RFPs
- Identify qualified and interested providers
- Understand countywide service capacity
- Identify geographic and demographic service gaps
- Shape long-term Older Persons Millage investments

RFI #8895 to Strengthen and Coordinate Services for Older Adults

This RFI is *not* a competitive bid and does not obligate the County to issue funding or a contract.

Service Categories and Focus Areas

Respondents are invited to share capabilities, models, and ideas across any of the following Older Persons Millage service areas. Service areas and examples are provided below but respondents are not limited to these examples. Washtenaw County's Senior Nutrition Program, older adult transportation, Senior Centers' annual allocation, and emergency assistance for older adults have received funding outside of this RFI and RFP process through high priority allocations and are not listed below.

A. Health and Wellbeing

- Education Programs & Classes
- Healthcare Access and Coordination
- Disease Awareness, Education & Prevention
- Physical, Mental, & Behavioral Health
- Food Pantries
- Nutrition Programs
- Recreational Activities and Programs
- Structured Volunteer Programs
- Education & Support Groups
- Alzheimer's and Dementia Education & Support
- Elder Abuse, Neglect, and Exploitation Education and Prevention
- Advance Care Planning

B. Community Living Long-term Services and Supports

- Insurance and Long-term Services and Supports options counseling
- In-home care for those on waitlists for long-term services and supports
- Friendly Caller Programs
- Adult Day Programs
- Respite Services
- Community Health Worker programs
- Social Work programs
- Model delivery such as Dementia Collaborative Care Models from the National Dementia Care Collaborative, Geriatric Resources for Assessment and Care of Elders (GRACE) from Indiana University, the Village Movement from the Village to Village Network, etc.

C. Housing Support & Options

- Home Repairs
- Home Accessibility Modifications
- Home Safety Assessments
- Unhoused Prevention & Services
- Intentional and Intergenerational Housing Models
- Sustainable and Affordable Housing Services and Supports

D. Care Partner Support

- Adult Day/Respite Services
- Education & Support Groups
- Alzheimer's and Dementia Education & Support

E. Care Management

- Care Partner Comprehensive Care Management
- Older Adult Comprehensive Care Management
- Interdisciplinary & Collaborative Care Management Models

F. Legal Services

- Advance Directives for Health Care
- Designation of Patient Advocate
- Guardianship
- Estate Planning
- Elder Abuse, Neglect, and Exploitation Legal Services

G. Technology

- Assistive and Adaptive Technology Distribution
- Digital Access
- Technology Education
- Mobility Aids
- Technology which Supports Safety in the Home
- Medication Management Tools

H. Capital projects that directly impact older adult serving-organizations

I. Innovative and Gap Filling Services

- Unforeseen circumstances and events
- Emergency and Crisis Support and Services
- Innovative services

Information Requested from Respondents

For each service area of interest, respondents are asked to describe the following. Respondents are encouraged to provide data, utilization trends, unmet need indicators, or community feedback where available

A. Proposed Service Concept

Describe the service, program model, or approach you would propose. Include:

- Target population(s) and communities served
- Expected outcomes or benefits
- Program design elements or best practices used

B. Organizational Capacity and Experience

Describe:

- Experience delivering older adult or caregiver services
- Staffing, certifications, or specialized competencies
- Infrastructure that supports service delivery

C. Equity, Accessibility, and Inclusion Practices

Please share how your organization:

- Ensures cultural competence
- Provides language accessibility
- Reduces physical, social, geographic, and economic barriers

D. Service Geography and Reach

- What areas of Washtenaw County you currently serve
- Geographic expansion potential and any limitations

E. Potential Program Costs (Non-Binding)

- Major cost drivers
- Preliminary funding ranges
- Potential economies of scale
- Any anticipated capital needs

Note: Cost information is for planning only and does not constitute a bid.

F. Data and Reporting Capacity

Because future contracts require regular reporting, describe:

- Data systems or tools used
- Experience with outcome measurement
- Ability to track demographic information
- Support and education on data collection

G. Innovation and Collaboration

Describe opportunities to:

- Collaborate with other organizations or municipalities
- Address cross-system gaps
- Pilot innovative or community-generated solutions

Please refer to Addendum C for questions to help inform your narrative responses.

Submission Requirements

Responses must be submitted electronically in a single, clearly readable PDF file at our public website available on the Open Bids page of the County's website. Filename including file type extension must be 140 characters or less. File size must be under 35 MB. If the file is too large, it can be uploaded as multiple documents. Zip files and videos cannot be uploaded.

Responses may include multiple service categories or focus areas in the same submission. Please only submit one file limited to a maximum of five pages. Optionally, respondents are asked to review the OAS structure, and for their insight on the questions, in Addendum C. These questions are meant to help gather information on current needs, gaps, and capabilities within Washtenaw County. Responses to the question in Addendum C do not count towards the page limit of the RFI response.

Note any limitations on any of the articles or insurance requirements in Sample Contract (see Addendum A).

See Addendum B for the signature page. Include the signature page with the box checked as the last page of your submission.

Joint Submissions

Washtenaw County welcomes and encourages collaborative or joint submissions, particularly where partnerships can strengthen service delivery, expand community reach, or ease administrative responsibilities for smaller organizations. Providers are invited to form consortia, align complementary expertise, or share operational capacity to propose comprehensive, community responsive solutions. Collaboration can allow smaller entities to focus on their strengths while relying on partner organizations for administrative, fiscal, or compliance-related functions. Respondents are encouraged to explore partnerships that enhance innovation, reduce duplication, and build sustainable, cross organizational models of support for the residents of Washtenaw County.

RFI #8895 to Strengthen and Coordinate Services for Older Adults

If a proposal is submitted by a consortium, collaborative partnership, or joint group of providers, the proposing entities must designate a single organization to serve as the fiduciary and contracting vendor of record. This fiduciary vendor will be solely responsible for contract execution, financial administration, invoicing, reporting, and compliance with all County requirements.

Any internal agreements regarding distribution of funds, roles, or responsibilities among collaborating organizations shall be developed and managed by the collaborating parties themselves. The County will not mediate, enforce, or advise on the terms of such internal agreements. The designated fiduciary vendor must ensure that all subcontracting or partnership arrangements comply with applicable laws, County policies, and the terms of the awarded contract.

By submitting a joint proposal, respondents acknowledge and accept this requirement. Joint submissions should be submitted as one response by the fiduciary vendor.

Local Vendor Preference

A policy (available on the Local Vendor Preference page of the County's website) adopted by the Washtenaw County Board of Commissioners (BOC) that shall govern the procurement of goods, services and food from local vendors located in Washtenaw County and the State of Michigan. The intent of the BOC is to encourage and promote economic growth and regional job development. The policy shall be applied to Washtenaw County operated programs as allowed, except those that are federally funded directly or indirectly. All other Procurement Policies and Procedures remain in full effect.

Small Businesses

Washtenaw County strongly encourages small businesses, emerging providers, and community-based organizations to submit responses to this RFI. Input from smaller or grassroots entities is essential to understanding the full range of service approaches, unmet needs, and innovative models that may not surface through larger institutional providers alone. The County welcomes perspectives from organizations of all sizes, whether currently funded or new to County contracting (respondents do not need to be a County vendor to submit a response), and aims to ensure that upcoming RFPs reflect the realities, challenges, and opportunities experienced by small and growing service providers in our community.

Nonprofits

Nonprofit organizations are strongly encouraged to respond to this RFI. Community-based nonprofits offer essential expertise and deep local insight that can help shape the County's understanding of needs and guide the development of a future RFP. While participation in this RFI is not required for any later solicitation, nonprofits may find it beneficial to review the included terms and consider how they might prepare for a potential RFP submission.

Addendum A

SAMPLE STANDARD PROVISIONS FOR CONTRACTS

If a contract is awarded, the selected contractor will be required to adhere to a set of general contract provisions which will become a part of any formal agreement. These provisions are general principles which apply to all contractors of service to Washtenaw County such as the following:

SERVICE CONTRACT
(NAME OF CONTRACTOR)

Contract # _____

AGREEMENT is made this _____ day of _____, 2025, by the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan 48107("County") and **(NAME OF CONTRACTOR)** located at **(CONTRACTOR'S ADDRESS)** ("Contractor").

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE I - SCOPE OF SERVICES

The Contractor will **(SPELL OUT SCOPE OF SERVICE)**

ARTICLE II - COMPENSATION

Upon completion of the above services and submission of invoices the County will pay the Contractor an annual amount not to exceed **(SPELL OUT DOLLAR AMOUNT)**.

ARTICLE III - REPORTING OF CONTRACTOR

Section 1 - The Contractor is to report to **(DEPARTMENT HEAD TITLE)** and will cooperate and confer with him/her as necessary to insure satisfactory work progress.

Section 2 - All reports, estimates, memoranda and documents submitted by the Contractor must be dated and bear the Contractor's name.

Section 3 - All reports made in connection with these services are subject to review and final approval by the County Administrator.

Section 4 - The County may review and inspect the Contractor's activities during the term of this contract.

Section 5 - When applicable, the Contractor will submit a final, written report to the County Administrator.

Section 6 - After reasonable notice to the Contractor, the County may review any of the Contractor's internal records, reports, or insurance policies.

ARTICLE IV - TERM

Addendum A

This contract is for a three (3) year term (***change as necessary***) which begins on (***MONTH, DAY, YEAR***) and ends on (***MONTH, DAY, YEAR***) with an option to extend for two (2) additional one (1) year periods.

ARTICLE V - PERSONNEL

Section 1 - The contractor will provide the required services and will not subcontract or assign the services without the County's written approval.

Section 2 - The Contractor will not hire any County employee for any of the required services without the County's written approval.

Section 3 - The parties agree that all work done under this contract shall be completed in the United States and that none of the work will be partially or fully completed by either an offshore subcontractor or offshore business interest either owned or affiliated with the contractor. For purposes of this contract, the term, "offshore" refers to any area outside the contiguous United States, Alaska or Hawaii.

ARTICLE VI-INDEPENDENT CONTRACTOR

Contractor and the County shall, at all times, be deemed to be independent contractors and nothing herein shall be construed to create or imply that there exists between the parties a partnership, joint venture or other business organization. Contractor shall hold no authority, express or implied, to commit, obligate or make representations on behalf of the County and shall make no representation to others to the contrary.

Nothing herein is intended nor shall be construed for any purpose as creating the relationship of employer and employee or agent and principal between the parties. Except as otherwise specified in this contract, Contractor retains the sole right and obligation to direct, control or supervise the details and means by which the services under this contract are provided.

Contractor shall not be eligible for, or participate in, any insurance, pension, workers' compensation insurance, profit sharing or other plans established for the benefit of the County's employees. Contractor shall be solely responsible for payment of all taxes arising out of the Contractor's activities in connection with this Agreement, including, without limitation, federal and state income taxes, social security taxes, unemployment insurance taxes and any other tax or business license fees as required. The County shall not be responsible for withholding any income or employment taxes whatsoever on behalf of the Contractor.

ARTICLE VII - INDEMNIFICATION AGREEMENT

The contractor will protect, defend and indemnify Washtenaw County, its officers, agents, servants, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including legal fees, of whatsoever kind and nature which may result in injury or death to any persons, including the Contractor's own employees, and for loss or

Addendum A

damage to any property, including property owned or in the care, custody or control of Washtenaw County in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this contract resulting in whole or in part from negligent acts or omissions of contractor, any sub-contractor, or any employee, agent or representative of the contractor or any sub-contractor.

ARTICLE VIII - INSURANCE REQUIREMENTS

The Contractor will maintain at its own expense during the term of this Contract, the following insurance:

1. Workers' Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of \$100,000 each accident for any employee.
2. Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. The County shall be added as "additional insured" on general liability policy with respect to the services provided under this contract.
3. Automobile Liability Insurance covering all owned, hired and nonowned vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No Fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage. For transportation services contracts, the County shall be added as additional insured on automobile liability policy with respect to the services provided under this contract.

Insurance companies, named insureds and policy forms may be subject to the approval of the Washtenaw County Administrator, if requested by the County Administrator. Such approval shall not be unreasonably withheld. Insurance policies shall not contain endorsements or policy conditions which reduce coverage provided to Washtenaw County. Contractor shall be responsible to Washtenaw County or insurance companies insuring Washtenaw County for all costs resulting from both financially unsound insurance companies selected by Contractor and their inadequate insurance coverage. Contractor shall furnish the Washtenaw County Administrator with satisfactory certificates of insurance or a certified copy of the policy, if requested by the County Administrator.

No payments will be made to the Contractor until the current certificates of insurance have been received and approved by the Administrator. If the insurance as evidenced by the certificates furnished by the Contractor expires or is canceled during the term of the contract, services and related payments will be suspended. Contractor shall furnish certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to commencement of services under this contract. Certificates shall be addressed to the Washtenaw County c/o: INSERT DEPARTMENT & Contract #_____, P. O. Box 8645, Ann Arbor, MI, 48107, and shall provide for 30 day written notice to the Certificate holder of cancellation of coverage.

ARTICLE IX - COMPLIANCE WITH LAWS AND REGULATIONS

The Contractor will comply with all federal, state and local regulations, including but not limited to all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.

ARTICLE X - INTEREST OF CONTRACTOR AND COUNTY

The Contractor promises that it has no interest which would conflict with the performance of services required by this contract. The Contractor also promises that, in the performance of this contract, no officer, agent, employee of the County of Washtenaw, or member of its governing bodies, may participate in any decision relating to this contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest. However, this paragraph does not apply if there has been compliance with the provisions of Section 3 of Act No. 317 of the Public Acts of 1968 and/or Section 30 of Act No. 156 of Public Acts of 1851, as amended by Act No. 51 of the Public Acts of 1978, whichever is applicable.

ARTICLE XI - CONTINGENT FEES

The Contractor promises that it has not employed or retained any company or person, other than bona fide employees working solely for the Contractor, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than bona fide employees working solely for the Contractor, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach of this promise, the County may cancel this contract without liability or, at its discretion, deduct the full amount of the fee, commission, percentage, brokerage fee, gift or contingent fee from the compensation due the Contractor.

ARTICLE XII - EQUAL EMPLOYMENT OPPORTUNITY

The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The Contractor will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The Contractor agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All

Addendum A

solicitations or advertisements for employees, placed by or on the behalf of the Contractor, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

ARTICLE XIII - LIVING WAGE

The parties understand that the County has enacted a Living Wage Ordinance that requires covered vendors who execute a service or professional service contract with the County to pay their employees under that contract, a minimum of either \$17.42 per hour with benefits or \$19.42 per hour without benefits. Contractor agrees to comply with this Ordinance in paying its employees. Contractor understands and agrees that an adjustment of the living wage amounts, based upon the Health and Human Services poverty guidelines, will be made on or before April 29, 2026 and annually thereafter which amount shall be automatically incorporated into this contract. County agrees to give Contractor thirty (30) days written notice of such change. Contractor agrees to post a notice containing the County's Living Wage requirements at a location at its place of business accessed by its employees.

ARTICLE XIV - EQUAL ACCESS

The Contractor shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE XV - OWNERSHIP OF DOCUMENTS AND PUBLICATION

All documents developed as a result of this contract will be freely available to the public. None may be copyrighted by the Contractor. During the performance of the services, the Contractor will be responsible for any loss of or damage to the documents while they are in its possession and must restore the loss or damage at its expense. Any use of the information and results of this contract by the Contractor must reference the project sponsorship by the County. Any publication of the information or results must be co-authored by the County.

ARTICLE XVI - ASSIGNS AND SUCCESSORS

This contract is binding on the County and the Contractor, their successors and assigns. Neither the County nor the Contractor will assign or transfer its interest in this contract without the written consent of the County Administrator, Corporation Counsel, and Contractor.

ARTICLE XVII - TERMINATION OF CONTRACT

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

Section 2 - In the event of any breach or default by the County or the Contractor of the terms and conditions of this Agreement, the party not in default will give written notice to the party in default specifying the acts and/or omissions constituting the alleged default or breach; if within fifteen (15) working days after issuance of such notice, the party in default has failed to cure such default, then in that event, the party not in default may terminate this Agreement and exercise such other rights as are provided herein and by law for breach of contract; provided, however, that if the alleged default can be cured by the performance of work or repairs or by some act, the performance of which requires a period of time, such default will be determined to have been cured if, within the above-referenced fifteen (15) working days, the party allegedly in default has begun to cure the default and continues until such default is cured within a reasonable time.

ARTICLE XVIII - PAYROLL TAXES

The Contractor is responsible for all applicable state and federal social security benefits and unemployment taxes and agrees to indemnify and protect the County against such liability.

ARTICLE XIX - PRACTICE AND ETHICS

The parties will conform to the code of ethics of their respective national professional associations.

ARTICLE XX- CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by the County and the Contractor, will be incorporated into this contract by written amendments signed by both parties.

ARTICLE XXI - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

ARTICLE XXII-FEDERALLY REQUIRED PROVISIONS

When applicable, the following provisions shall apply to contracts funded in whole, or in part, by federal award monies:

For “federally assisted construction contracts” as defined by 41 CFR Part 60-1.3, Contractor must comply with the equal opportunity clause provided under 41 CFR 60—1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity (30 FR 12319, 12935, 3 CFR Part, 1964—1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

Addendum A

For all prime construction contracts exceeding \$2,000.00 awarded by non-Federal entities, Contractor shall comply with the Davis-Bacon Act (40 U.S.C. 3141—3144, and 3146—3148), as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). Contractor must pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, Contractor must be paid wages not less than once a week. The parties agree that the County will report all suspected or reported violations of this provision to the Federal awarding agency.

In addition, Contractor must also comply with the Copeland “Anti-Kickback Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Bidding or Public Work Financed in Whole or in Part by Loans or Grants from the United States”) which prohibits Contractor or Subrecipient from inducing, by any means, any person employed in the construction, completion or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. County shall report all suspected or reported violations to the Federal awarding agency.

If this contract exceeds \$100,000.00 and involves the employment of mechanics or laborers, Contractor shall comply with U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). To that extent, Contractor must compute the wages of each mechanic and laborer on the basis of a standard forty (40) hour work week with hours exceeding this standard to be paid at one and one half the standard hourly rate. In addition, Contractor agrees that no mechanic or laborer shall be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous.

If the Federal award funding this Agreement meets the definition of “funding agreement” under 37 CFR, Sec. 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental or research work under that funding agreement, the recipient or subrecipient must comply with 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

If this Agreement and/or subgrant exceeds \$150,000.00, Contractor shall comply with all applicable standards, orders and/or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). The parties agree that the County shall report all violations of these Acts to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (“EPA”).

Contractor agrees to comply with all mandatory standards and policies relating to energy efficiency which are contained in the State of Michigan’s energy conservation plan issued in compliance with the Energy Policy and Conservation Act. (42 U.S.C. 6201).

Contractor agrees to comply with the provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. Section 1352), which prohibits the use of federal funds by the Contractor or subcontractor of a Federal contract, grant, loan or cooperative agreement to pay any person to influence or attempt to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress or an employee of a member of Congress in connection with the federal funds awarded under this Agreement.

Addendum A

The parties agree that County and Contractor shall comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include, for those items where the purchase price exceeds \$10,000.00 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000.00, procuring only items designated in guidelines of the EPA at 40 CFR, Part 247, that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program to procuring recovered materials identified in the EPA guidelines.

ARTICLE XXIII - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

ARTICLE XXIV – ELECTRONIC SIGNATURES

All parties to this contract agree that either electronic or handwritten signatures are acceptable to execute this agreement.

ATTESTED TO:

WASHTENAW COUNTY

By: _____
Lawrence Kestenbaum
County Clerk/Register

(DATE)

By: _____
Gregory Dill
County Administrator

(DATE)

APPROVED AS TO CONTENT:

CONTRACTOR

By: _____
DEPARTMENT HEAD (DATE)

By: _____
CONTRACTOR'S NAME (DATE)

APPROVED AS TO FORM:

By: _____
Michelle K. Billard (DATE)
Office of Corporation Counsel

Addendum B
SIGNATURE PAGE

Signature of Authorized Signer	Date
Contact Name (Print)	Federal Tax Identification Number
Title	Company Name
Office Phone Number	Company Address
Cell Phone Number	City
Contact Email	State
	Zip
	County

The above individual is authorized to sign on behalf of company submitting proposal.

Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 90 days. Signature page must be signed, box checked below, and returned as part of vendor proposal.

Please include as the second page of bid package after the RFP cover sheet.

☐

By signing this bid submission, I certify that I and/or my corporation, company, limited liability company, business association, partnership, society, trust or any other non-governmental entity, organization or group is not an "Iran linked business" as defined by P.A. 517 of 2012 (MCLA 129.311 et seq)("Act").

I understand that under the Act, an "Iran linked business means an individual or one of the above-listed groups who engages in investment activities in the energy sector of Iran, including, but not limited to, providing oil or liquefied natural gas tankers or products used to construct or maintain pipelines used to transport oil or liquefied gas for Iran's energy sector or a financial institution extending credit to another person to engage in investment activities in Iran's energy sector.

I further understand that "investment activity" is defined by the Act as an individual or one of the above listed groups that invests \$20,000,000.00 or more in Iran's energy sector or a financial institution that extends credit to another person, if that person uses the credit to engage in "investment activity" in Iran's energy sector.

Addendum C

Office of Aging Services

The recently established Office of Aging Services (OAS) and its new leadership want to better understand how Washtenaw County's older residents – and those who serve and support them – view the challenges and priorities of our older adult at this time. And since the Millage will be able to provide resources and opportunities, we are interested in your ideas on how to best serve and support not only our current generation of older adults but future generations as well.

OAS preliminary vision statement

In Washtenaw County, we envision an age-friendly, age-ready community where all people age well through equitable access to services, supports, and infrastructure.

Intended results of Older Persons millage funding

Support older adults living safely in the home or community for as long as possible.	Ensure that all older adults have equitable access to high-quality services and supports.	Enhance older adults' quality of life, connections, and well-being.
Prevent the # of unhoused older adults. Remain safely in their homes longer, delaying or avoiding placement in nursing homes or other institutional settings. Improve functional independence in daily living activities (mobility, transportation, meals). Reduce hospitalizations, emergency room visits, falls, and other preventable health crises. Reduce care partner burden and increased care partner support, helping unpaid care partners sustain responsibilities.	Reduce disparities in access to services and supports across income, race, ethnicity, language, disability status, geography, gender identity, and other demographic factors. Improve cultural responsiveness of services, including language, disability accommodations, transportation support, and culturally appropriate care. Increase participation and utilization of programs and services among underserved older adult populations, including low-income, culturally diverse, rural, LGBTQ+, immigrant, and older adults with disabilities. Reduce disparities in trust and satisfaction across diverse populations.	Increase autonomy and ability to make personal choices about daily activities, care, housing, and community participation. Increase participation in meaningful activities such as recreation, volunteering, lifelong learning, cultural activities, and social events. Reduce social isolation and loneliness. Improve emotional, mental, and physical health, including increased sense of purpose and belonging. Focus on what matters most to the older adult.

Proposed upcoming RFP funding structure

The table below outlines the dual focus of the upcoming intended RFP(s): 1) Home and Community Aging Impact and 2) High Impact.

Home and Community Aging Impact	High Impact
•Funding is available for up to 3 years. •The expectation is after the three years that there will be an increase in proposals focused on strategy, innovation, collaborations, and best practices for older adults.	•One time distribution, annually with RFP based on available funds. •This funding is not intended to support ongoing operational funding.
<u>Purpose:</u> (1) Gap filling and expansion of programs and services to reduce waitlists and increase access to services in local communities. (2) Evidence-based and/or new programs, operations, and service delivery.	<u>Purpose:</u> (1) Stabilization, improvement, expansion, and/or discovery of physical space, programs, or services. (2) Examples (but not limited to the following): Housing renovations to increase accessibility, rent vouchers to support housing stability, space development to increase community connections, planning grants, program and service pilots, intergenerational community hubs.

We welcome your ideas and suggestions on the following questions to help us shape our ongoing commitments to you. These questions are meant to inform your response to the RFI and the direction of the Office of Aging Services but are not required for submission.

1. Please provide any feedback on the preliminary OAS and Older Persons Millage vision statement and intended results.
2. Please provide any feedback on the proposed RFP funding structure. Does this meet the needs of older adults in our community? Why or why not?
3. Depending on what part of Washtenaw County you live in, the challenges and the available resources related to home- and community-based services and supports may be different. Which municipality do you live or work in? What regional shortcoming or regional strength do you feel is most important to highlight? Are there specific gaps in services in your area?

Addendum C

4. When older adults – and other family members (or neighbors) – need better information or assistance for someone in your community, what source(s) do you rely on most?
5. By some estimates, close to 80% of older adults would like to age in the homes and communities where they have spent most of their lives growing up and growing older. What kind of resources would help to make this more possible in Washtenaw County?
6. Aging is not a solo journey. It can be very isolating at times. If there was one thing your local community and/or elected leaders could (should) do to help older adults age well – with more connections, dignity, joy, and support – what would be most appropriate?
7. The long-term vision for both the Older Adult Millage and the Office of Aging Services is to be as effectiveness and successful as possible. Together, they give Washtenaw County a real opportunity to respond to the changing demographics and the changing political landscape, as well as to seriously begin building the foundation for *“Washtenaw County as a trailblazer in innovative aging well practices... a premier destination for aging in Michigan but also in the nation,”* as Shannon Effler, the new Executive Director of the OAS, envisioned when she was hired. Between now and 2032, what would “success” and “sustainability” look like to you?
8. What barriers currently limit service delivery or access for older adults in Washtenaw County?
 - a. In which service areas do we have long wait lists?
 - b. For which service areas do individuals wait a long time for service appointments?
 - c. Where do we have increased referrals that cannot be accommodated?
 - d. Where do we have strict eligibility that is reducing access to services?
9. Please, feel free to share anything else that you believe is important for the Older Persons Millage Planning and Review Committee to know.