

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

EDUCATION, VETERANS,
AND AGING SERVICES
COMMITTEE
INITIATED BY



JODI MILLIS, PURCHASING
DRAFTED BY

AUGUST 4, 2010
DATE DRAFTED

EDUCATION, VETERANS,
AND AGING SERVICES
COMMITTEE
SUBMITTED BY

AWARDING CONTRACT FOR DIETITIAN/NUTRITIONIST SERVICES FOR
ROCK COUNTY COUNCIL ON AGING

- 1 WHEREAS, Rock County Council on Aging receives federal Title III-C-1 and
- 2 Title II-C-2 funds authorized through the Older Americans Act to provide
- 3 congregate and home-delivered meals to older persons; and,
- 4
- 5 WHEREAS, a registered dietitian/nutritionist is needed to approve all
- 6 menus served through the Rock County Nutrition Program and provide a
- 7 written nutritional analysis of each meal that is made available to
- 8 participants; and,
- 9
- 10 WHEREAS, Rock County Purchasing Division did solicit Proposals from
- 11 qualified vendors for dietitian/nutritionist services; and,
- 12
- 13 WHEREAS, the Council on Aging Director and Purchasing staff did review
- 14 the Proposal received for compliance with the specifications.
- 15
- 16 NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors
- 17 duly assembled this 9th day of September, 2010, that a
- 18 contract be awarded to Nutrition and Health Associates Inc of Janesville
- 19 Wisconsin in the amount of \$13,590.00 for dietitian/nutritionist services
- 20 for 2011.
- 21
- 22 BE IT FURTHER RESOLVED that the Council on Aging Director and the
- 23 Education, Veterans & Aging Services Committee be authorized to enter
- 24 into a contract for 2012 and 2013 as proposed.

RESPECTFULLY SUBMITTED

EDUCATION, VETERANS & AGING SERVICES COMMITTEE

Terry Thomas
TERRY THOMAS, CHAIR

Marv Wopat
MARV WOPAT, VICE CHAIR

Wayne Justina
WAYNE JUSTINA

David Innis
DAVID INNIS

Katie Kuznacic
KATIE KUZNACIC

PURCHASING PROCEDURAL ENDORSEMENT

[Signature]
CHAIR

4-0-1
VOTE

8/17/10
DATE

10-9A-133

AWARDING CONTRACT FOR DIETITIAN/NUTRITIONIST SERVICES FOR ROCK COUNTY COUNCIL ON

AGING

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FISCAL NOTE:

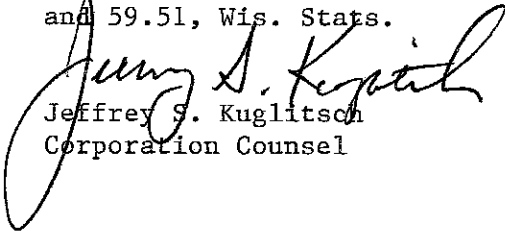
Sufficient funds will be included in the Council on Aging's 2011, 2012 and 2013 budgets for this contract.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended,



Craig Knutson
County Administrator

AWARDING CONTRACT FOR
DIETITIAN/NUTRITIONIST SERVICES
FOR
ROCK COUNTY COUNCIL ON AGING

EXECUTIVE SUMMARY

Rock County Council on Aging receives federal Title III-C-1 and Title III-C-2 funds authorized through the Older Americans Act to provide congregate and home-delivered meals to older persons. The Elderly Nutrition Program contributes significantly in assisting older persons to remain healthy, active, and independent in their own homes and communities.

As part of this program, a dietitian or nutritionist must approve all menus served through the Rock County Nutrition Program and provide a written nutritional analysis of each meal that is made available to participants. The dietitian/nutritionist also conducts regular semi-monthly on-site visits to the congregate sites. The purpose of these visits is to provide nutrition and health information, provide individual nutrition consultation to participants and interact with participants regarding meal issues.

The dietitian/nutritionist also accompanies the Nutrition Program Supervisor on in-home visits to participants receiving home delivered meals to develop a nutrition care plan for at-risk participants.

The dietitian/nutritionist will also assist the Nutrition Program Supervisor in the development and provision of training in proper sanitation; the development of sanitation policies and procedures; and the development and implementation of a nutrition education plan.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION
FAX (608) 757-5539
PHONE (608) 757-5517



PROJECT NUMBER: #2011-01
PROJECT NAME: DIETITIAN/NUTRITIONIST SERVICES
PROPOSAL DUE DATE: JULY 2, 2010 - 12:00 NOON
DEPARTMENT: COUNCIL ON AGING-NUTRITION

TOTAL COST BASED ON 360 HOURS OF SERVICE PER YEAR (30 HOURS PER MONTH)	NUTRITION & HEALTH ASSOCIATES JANESVILLE WI	A'VIANDS ROSEVILLE MN
TOTAL COSTS – 2011	\$13,590.00	\$24,000.00
TOTAL COSTS – 2012	\$14,040.00	\$24,648.00
TOTAL COSTS – 2013	\$14,400.00	\$25,314.00
TOTAL 3 YEAR CONTRACT	\$42,030.00	\$73,962.00

Request for Proposal was advertised in the Janesville Gazette and on the Internet.

PREPARED BY: JODI MILLIS
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: NUTRITION & HEALTH ASSOCIATES

Joni Sullivan 7/30/10
Signature Date

GOVERNING COMMITTEE RECOMMENDATION: _____

Terry Thomas 5-0 8-17-10
Chair Vote Date

PURCHASING PROCEDURAL ENDORSEMENT: _____

John Coef 4-0-1 8/17/10
Chair Vote Date