



## TOWN OF FOUNTAIN HILLS

16705 E. Avenue of the Fountains  
Fountain Hills, AZ 85268  
480.816.5100/Fax:480.837.3145  
www.fh.az.gov

June 22, 2015

Fountain View Village  
16455 East Avenue of the Fountains  
Fountain Hills, Arizona 85268

RE: HDM Contract Renewal Request for FY 2015-2016

Dear Chef Matt,

As per Home Delivered Meals contract #C2013-126 approved by the Town Council on 5/21/2013 with a two (2) year extension, the Town of Fountain Hills wishes to renew fiscal year 2015-2016 of our existing contract for the below Scope of Work:

- A. Prepare meals for home delivery (the "Home Delivered Meals") by the Town in accordance with this Agreement. Meals will be prepared seven days a week, including holidays, in the quantities ordered in advance by the Town.
- B. Furnish the Town with a menu for the month prior to each month. Changes and revisions may be made to the menu when necessitated by Fountain View Village.
- C. Prepare meals taking into consideration in all menu planning, food selection, meal preparation, and service the special needs of the homebound clients being served. Meals must comply with the attached Area on Aging Agency Addendum, MEAL STANDARDS.
- D. Provide for all necessary equipment, raw food and beverages, needed for food preparation and containers for the meals to be served in.
- E. Provide the Town's volunteers access to the facility kitchen for meal pick up daily at 11:00 a.m.

The renewed contract amount will not exceed \$40,370.00 (estimated meals to be served 5,500 at \$7.34).

Please sign below if you are in agreement.

Respectfully,

  
Grady Miller  
Town Manager

Date: 6/29/15

  
Matt Hastings  
Director of Dining Services

Date: 6/22/2015