



November 8, 2023

Dear Provider:

Thank you for your interest in participating in the selection process for United HomeCare's (UHC) Older Americans Act Caterer Bid for fiscal year 2024.

Our Caterer Bid is being conducted in one phase. You must submit a Notice of Intent to submit an application by November 10, 2023.

Written inquiries must be submitted by **November 15, 2023**. All Bid Applications must be submitted by **December 4, 2023**. The Compliance Department will review all applications for completeness and eligibility to provide the service(s) chosen by the applicant. Applications that are complete and meet eligibility requirements will be sent to the Selection Committee for review and to make a final selection of caterers.

Please note that UHC will not be able to provide guidance or answer any questions concerning the Bid during this process. You have one opportunity to submit written inquiries on November 15, 2023. UHC will respond to inquiries and post the responses on our website by November 17, 2023.

Please follow the **Caterer Bid Timeline** attached on our website, so your agency submits documentation timely.

Once again, thank you for your interest in becoming a UHC Caterer.

Sincerely,

Ileana Ferrera
Sr. VP and Corporate Compliance Officer



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