



**DELAWARE HEALTH
AND SOCIAL SERVICES**

DIVISION OF
SOCIAL SERVICES

TELEPHONE: (302) 255-9500

DATE: June 23, 2017

ISSUED BY: Marcella Spady
Division of Social Services
(302) 255-9606

SUBJECT: AWARD NOTICE
RFP# HSS-16-041
Contract No. 022545-0000-0000
SNAP Outreach

1. CONTRACT PERIOD

Each vendor's contract shall be valid from April 1, 2017 through September 30, 2017.

Each contract may be renewed for four (4) additional one (1) year period(s) through negotiation between the contractor and Division of Social Services. Negotiation may be initiated no later than ninety (90) days prior to the termination of the current agreement.

The State reserves the right to extend the contract on a month-to-month basis for a period of up to three months after the term of the full contract has been completed.

2. VENDOR(S)

Food Bank of Delaware (FBD)
14 Garfield Way
Newark, DE 19713
Contact: Patricia Beebe
Phone: 302-294-0184
Email: PBeebe@fbd.org

3. PRICING
(See Attached)

Food Bank of Delaware
SNAP Outreach Grant
Budget April 1, - September 30, 2017
2016-2017

Food Bank of Delaware	Title	Daily Minutes	Alloted time	Annual Salary	4/1/2017 - 9/30/2017	Outreach Benefits	Public Cash	Federal Funds	Total
Personnel									
Patricia Beebe	President and CEO (1 hr per week)	24	2.5%	176,967.00	2,212.00	487.00	1,106.00	1,106.00	2,212.00
Chad Robinson	Program Director (5 hrs per week)	158	33.0%	64,270.00	10,604.50	2,333.00	5,302.25	5,302.25	10,604.50
Dan Jackson	Outreach Coordinator (Newark)	1	100.0%	40,548.00	20,274.00	4,460.00	10,137.00	10,137.00	20,274.00
Ian Lawrence	Outreach Coordinator (Milford)	1	100.0%	31,000.00	15,500.00	3,410.00	7,750.00	7,750.00	15,500.00
Sanjay Malik	Finance Director (2 hrs per week)	24	5.0%	124,812.00	3,120.50	687.00	1,560.25	1,560.25	3,120.50
Sub total Salaries	Sub total Salaries				51,711.00	11,376.00	25,855.50	25,855.50	51,711.00
Fringe Benefits @22%	Fringe Benefits @ 22%				11,376.00		5,688.00	5,688.00	11,376.00
Salaries and Benefits					63,087.00		31,543.50	31,543.50	63,087.00
Marketing					5,007.64		2,503.82	2,503.82	5,007.64
Supplies, Postage and Printing Copying					1,210.84		605.42	605.42	1,210.84
Internet/Cellphone for Outreach Coordinators)					300.00		150.00	150.00	300.00
Travel 8271 miles per year @ .535/mile					4,424.99		2,212.49	2,212.49	4,424.98
Total Direct expenses					74,030.47		37,015.23	37,015.23	74,030.46
Indirect cost @16.8% approved by USDA					12,437.00		6,218.57	6,218.57	12,437.14
Total Direct and Indirect expenses					86,467.47		43,233.80	43,233.80	86,467.60