



644 Don Gaspar
Santa Fe, NM 87505
505.395.2668
Toll Free 866.699.4627
www.ncnmedd.com



Request for Qualifications FY 26-03

Technical Assistance Providers

Posted August 4, 2025

Reposted January 2, 2026

The Non-Metro Area Agency on Aging (NMAAA) is seeking one or more Technical Assistance Providers with expertise in federal Older Americans Act (OAA) programs. The Technical Assistance Providers would offer the following services on an as-needed basis, as directed by NMAAA:

- Assist with annual assessments of subcontracted aging service providers.
- Assist with education, training and professional development for the NMAAA Advisory Council, subcontracted aging services providers, and NMAAA staff.
- Provide operational support and guidance to subcontracted aging service providers, including but not limited to OAA service delivery, nutrition programs/menu analysis, capital outlay, consumer assessments, Wellsky unit reporting, expenditure reporting, budget development and monitoring.
- Assist subcontracted aging service providers with outreach, marketing, fundraising, and development of innovative services.
- Assist NMAAA directly with best practices; marketing/fundraising; policy development/revisions; Area Plan development, revisions, and monitoring; and innovative services.

NMAAA will reimburse Technical Assistance Providers for mileage and travel expenses at federal GSA rates. Most services will require the contractor to be on-site in New Mexico.

Responses to this Solicitation

NCNMEDD is seeking individual(s), a team or firm to fulfill all or any portion of the scope of work. To respond to this solicitation, please provide a letter of interest and the following information in a single .pdf document by email to danielo@ncnmedd.com:

1. Scope of work which the respondent proposes to perform, using the bulleted list above.
2. Description of respondent's experience with the proposed Scope of Work;
3. Description and number of years of respondent's experience with federal Older Americans Act (OAA) services for older adults, and/or Area Agencies on Aging;
4. A statement of qualifications for each team member noting credentials, certifications and level of education for each.
5. Three references for entities for which the Respondent has performed a similar scope of work.
6. Hourly rates for each team member and/or specific services
7. Planning and Service Areas (PSAs) where the Respondent is willing to provide services. See Attachment A for map.

The solicitation will remain open indefinitely.

Please contact Daniel Osborn, Non-Metro Area Agency on Aging Director at danielo@ncnmedd.com or (505) 716-5249 with any questions.

About NCNMEDD

The North Central NM Economic Development District (NCNMEDD) is the sponsoring organization of the Non-Metro Area Agency on Aging (NMAAA). NMAAA works with more than 60 subcontractors to provide Older Americans Act services for older adults in three PSAs, encompassing 32 of New Mexico's 33 counties, as shown in the map below.

ATTACHMENT A: NMAAA Planning and Service Area (PSA)

