



Allegheny County Department of Human Services

RFP Response Form

RFP for Occupational Therapy (OT) Assessments and Home Modifications for Older Adults

PROPOSER INFORMATION

Proposer Name: Vest Inc. (Vest Home Modifications Inc.)

Authorized Representative Name & Title: Chris Chovan, President

Address: 698 Arbor Court, Pittsburgh, PA 15238

Telephone: 412-615-4599

Email: chris@vestathome.com

Website: vestathome.com

Legal Status: For-Profit Nonprofit Sole Proprietor/Individual Partnership

Women Owned: Yes No

Minority Owned: Yes No

If yes, select the ethnicity:

American Indian or Alaska Native

Black or of African decent

Hispanic or Latino/a

Native Hawaiian/Pacific Islander

Western Asian/Middle Eastern

East Asian/Far Eastern

South Asian/Indian (Subcontinent)

Southeast Asian

Other Asian

Multi-racial

Self-Describe: [Click here to enter text.](#)

Faith Based: Yes No

Partners included in this Proposal: [Click here to enter text.](#)

How did you hear about this RFP? Please be specific. Allegheny County AAA and HUD

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PROPOSAL INFORMATION

Which service are you proposing to provide? (please check all that apply):

Occupational Therapy Assessments

Home Modifications

Total dollar amount requested: Up to \$1,020,000

Proposal summary (please use only one sentence):

Vest is an experienced OT assessment and home modifications company that will provide coordinated home modification evaluations and clinically guided, high-quality and cost-effective home modification services for low-income older adults in Allegheny County to fulfill the objectives of the OAHMP program and the goals of residents to remain at home and successfully age in place.

REQUIRED CONTACTS

	Name	Phone	Email
Chief Executive Officer	Chris Chovan	[REDACTED]	chris@vestathome.com
Contract Processing Contact	Gretchen James	412 615-4599	gretchen@vestathome.com
Chief Information Officer	Portia Singh	412 615-4599	portia@vestathome.com
Chief Financial Officer	Gretchen James	412 615-4599	gretchen@vestathome.com
MPER Contact*	Gretchen James	412 615-4599	gretchen@vestathome.com

* [MPER](#) is DHS's provider and contract management system. Please list an administrative contact to update and manage this system for your agency.

BOARD INFORMATION

* For the Board Chairperson, you must list an address, phone and email address different than the organization.

Board Chairperson Name & Title: Alton James

Board Chairperson Address: 3600 Forbes Ave. Suite 6034, Pittsburgh, PA 15213

Board Chairperson Telephone: [REDACTED]

Board Chairperson Email: Partners included in this Proposal: [REDACTED]

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How did you hear about this RFP? Please be specific. Allegheny County AAA and HUD

REFERENCES

Provide the name, affiliation and contact information [include email address and telephone number] for three references who are able to address relevant experience with your organization.

Please do not use employees of the Allegheny County Department of Human Services as references.

- Rick Hoffman, Director of Home Modifications, Voices for Independence (VFI) Center for Independent Living, [REDACTED]
- Erin Kime, Senior Director of Medicare Clinical Affairs and Business Operations, UPMC Health Plan, [REDACTED]
- Pamela Toto PhD, OTR/L, Director, Pitt Healthy Home Lab, [REDACTED]

CERTIFICATION

Please check the following before submitting your Proposal, as applicable:

I have read the standard County terms and conditions for County contracts and the requirements for DHS Cyber Security, EEOC/Non-Discrimination, HIPAA and Pennsylvania's Right-to-Know Law.

By submitting this Proposal, I certify and represent to the County that all submitted materials are true and accurate, and that I have not offered, conferred or agreed to confer any pecuniary benefit or other thing of value for the receipt of special treatment, advantaged information, recipient's decision, opinion, recommendation, vote or any other exercise of discretion concerning this RFP.

Choose one:

My Proposal contains information that is either a trade secret or confidential proprietary information and I have included a written statement signed by an authorized representative identifying those portions or parts of my Proposal and providing contact information.

OR

My Proposal does not contain information that is either a trade secret or confidential proprietary information.

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ATTACHMENTS

Please submit the following attachments with your Response Form.

- Board-certifications, licensures, and insurances, if applicable
- Resume of Occupational Therapy professional and assistant, if applicable
- Partner commitment letters, if applicable
- MWDBE and VOSB documents (see Sections 6.1 and 6.2 of the RFP for more details)
- W-9

REQUIREMENTS

Please respond to the following. **All Proposers must complete the Organizational Experience, Staffing and Budget Sections.** The total score from these sections will be added to the score for each service proposed. The maximum score a Proposal can receive for each service is:

- Occupational Therapy (OT) Assessments = 100 points possible
- Home Modifications = 100 points possible

Only complete the sections for the service(s) you wish to provide. A service not included in your Proposal may be left blank. Please stay within the page limit listed at the top of each section.

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All Proposers must complete these sections. Your response to this section must not exceed 7 pages.

Organizational Experience (40 points)

1. Describe your organizational experience providing the proposed service(s) for older adult residents. (10 points)

Vest Inc. and our two operating subsidiaries have provided home modification evaluations, home safety assessments and clinically guided home modifications to more than 5000 older adults in western Pennsylvania since 2023. Vest Home Therapy Inc. employs 12 Pennsylvania licensed and Certified Aging in Place (CAPS) Occupational Therapists (OTs) and Occupational Therapy Assistants (OTAs) who together have more than 60 years of experience providing assessments for older adults and their home environments to determine the accessibility modifications necessary for them to complete ADLs and IADLs. Vest OTs/OTAs have experience using the Home For Life Design (HFLD) assessment tool to document home safety issues, equipment needs and resident functional status. Vest is the contracted partner for the UPMC Health Plan Community Health Choices (CHC) program to provide home modification evaluations that guide and ensure the clinical necessity and appropriateness for equipment and modifications to support the safety and independence of older adults who want to remain at home as they age. Vest Home Modifications Inc. is a contracted partner of the Allegheny County AAA providing home modifications for the OPTIONS program and the county's new CAPABLE program, on which HUD's OAHMP program was modeled. In all of our programs, we ensure that older adults receive the best technology and equipment available today, including innovations like smart lighting and technology to improve safety and promote independence.

2. Describe your organizational experience collaborating with older adults and their natural and professional supports, if applicable. (10 points)

As a current AAA OPTIONS and CAPABLE contractor, and in our role with UPMC Health Plan, we collaborate closely with older adults, their families, and their care teams to identify barriers in the home environment and prioritize modifications that reflect the specific needs and goals of the individual. Our OTs currently conduct CAPABLE needs assessments that begin with listening to the older adult's own goals for independence and safety. The OTs engage and collaborate with natural supports, such as family caregivers, and professional supports, including personal assistance and homecare providers, health plan care managers and primary care providers to ensure that proposed modifications are clinically appropriate, feasible, and meet all assessed

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needs. Vest OTs/OTAs provide caregiver training on durable medical equipment and home modifications that focus on safe and proper use. This collaborative process results in person-centered services that balance clinical necessity with personal needs and preferences, ensuring that older adults remain active participants in all decisions.

3. Describe your organizational experience and approach to collaborating with external providers, including governmental agencies. (10 points)

Vest has extensive experience collaborating with external providers and governmental agencies. By putting the older adults needs and goals at the center of all we do, our approach is to work with any and all external providers that will help the older adult client achieve safety, independence and quality of life. Vest OTs have developed a comprehensive “Community Resources Tool” of non-profit supports and services available in Allegheny County which they use to ensure older adults have access to all available resources. We collaborate closely with external providers and non-profits including LifeSpan, FamilyLinks, Wesley Family Services, UPMC Living at Home, Age Friendly Greater Pittsburgh, AgeWell Pittsburgh, Voices for Independence and VisAbility Pittsburgh. We also help older adults understand and coordinate Medicaid, Medicare and AAA benefits. As a Medicare OT/PT Multi-Specialty Provider, Pennsylvania Medicaid OT Group Practice and Assistive Technology provider and ACDHS OPTIONS contractor, Vest regularly works with governmental agencies to coordinate and deliver the highest quality home evaluation and modification services.

4. Describe your organizational experience and approach to maintaining compliance with all local, state and federal regulations, including licensures, certifications, insurances and bonds. If you currently do not meet one or more of these requirements, describe your plan to apply for and obtain the required documentation; indicate what assistance you will require from DHS, if any. (5 points)

Vest complies with all regulations and requirements in a proactive manner. Our chief operating officer works closely with Vest’s regulatory experts and our external Pittsburgh law firm Morgan, Lewis and Bockius LLP to maintain full compliance with all local, state and federal regulations, licensures, certifications and insurance requirements. Vest Home Modifications Inc. is a Pennsylvania licensed home improvement contractor (PA183472). Vest Home Therapy Inc. complies with the extensive requirements for participation as a Medicare Occupational and Physical Therapy Multi-Specialty Provider (NPI #1487339651) and as a Pennsylvania licensed Medicaid Home Adaptations, OT Group Practice and Assistive Technology provider. Vest Inc. and our subsidiaries carry \$3,000,000 in commercial and general liability insurance, \$1,000,000 in automobile liability, \$1,000,000 in professional liability insurance as well as a \$3,000,000 umbrella liability insurance policy. Vest also carries

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required workers' compensation and employee dishonesty/theft insurance. All of these licenses and certifications are currently on file with ACDHS for our recently renewed AAA contract (#304292).

5. Describe your organizational commitment to serving all individuals regardless of their race, religion, ethnicity, sexual orientation, gender identity and expression (SOGIE), intellectual or physical ability, English language proficiency and/or life experiences. Please include specific approaches used and examples of how they are reflected in your work. (5 points)

Vest is committed to serving all individuals equitably, respectfully and with compassion, with no exceptions whatsoever. Our organizational policies emphasize respect, accessibility, and inclusion at every stage of service delivery. We ensure that older adults and their families are heard and supported by providing culturally responsive care, offering language assistance when needed, and designing home modifications that accommodate diverse goals and needs. For example, when conducting assessments for older adults with limited English proficiency, Vest OTs/OTAs utilize translated materials, interpreter services, and culturally responsive communication strategies to ensure full understanding and engagement. We also seek older adults, family and caregiver input so that home modification recommendations are practical, respectful, and aligned with each individual's needs and true lived experience.

Staffing (15 points)

6. Describe your organization's plan to recruit and/or retain qualified individuals, including obtaining the required licensures. (10 points)

Vest currently employs 11 licensed OTs, one licensed OTA, and a licensed and bonded CAPS certified home modifications contractor. With existing contracts to provide very similar assessment and modifications services for the Allegheny County AAA OPTIONS and CAPABLE programs and the UPMC Health Plan, we have the current staffing to deliver all of the services outlined in the RFP. If, at any time, a need arises to recruit additional qualified OTs, OTAs, and contractors/handypersons, we have a proven track record and well-established human resources, onboarding and training programs to both recruit and retain qualified individuals to perform all work outlined in the RFP. All Vest OTs/OTAs are required to show proof of passing the National Board for Certification in Occupational Therapy examination, licensure with the Pennsylvania Department of State, Bureau of Professional and Occupational Affairs (BPOA) State

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Board of Occupational Therapy Education and Licensure, and compliance with child abuse clearance and continuing education training requirements. Vest confirms that all staff meet licensure requirements with the BPOA on an annual basis.

7. Describe your organization's plan for onboarding and providing continuous staff training regarding your organization's service implementation, culture and policies. (5 points)

Vest has well-established policies and practices for onboarding and continuous staff training to ensure delivery and completion of high-quality services for this ACDHS RFP and the OAHMP program over the next three years. Vest onboarding includes didactic and hands-on training overseen by the company's President Chris Chovan and Vice President and Clinical Director Christine Daeschner, both licensed OTs each with more than 20 years of experience in home safety and modifications. Mr. Chovan and Ms. Daeschner accompany all Vest OTs on a minimum of three home modification evaluations in-home visits to ensure quality and completeness of service, adherence with standard of practice and compliance with Vest company policies and procedures. Company staff meet weekly to discuss and review cases and learn about new evidence-based practices and regulatory requirements. In addition, we provide onboarding and continuous training on key policies and procedures such as workplace safety, incident reporting, documentation standards and continuing education.

Occupational Therapy (OT) Assessments (35 points)

Complete this section only if you are proposing to provide this service. If you are not proposing to provide this service, please leave this section blank. Your response to this section must not exceed 4 pages.

8. Describe your organization's approach to successfully completing up to 5 assessments, including visits, per month. (10 points)

Vest currently provides an average of 270 home modification evaluations and home safety assessments per month, which are very similar to the assessments we will provide for the Older Adults Home Modification Program. Vest OTs have previous experience using the HFLD tool for in-home assessments, and we have the staffing and capacity to complete up to and more than 5 assessments (15 total visits) per month. Once we receive the referral from ACDHS, Community Partners, or AAA designated care management agencies, Vest will assign a licensed OT/OTA to schedule the first in-home visit. During the first visit and using the HFLD tool, the Vest OT will conduct a complete home environment assessment, identifying risks such as falls, fire/evacuation, medication and health management, and develop a set of home

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modification recommendations. Also during the first visit, the Vest OT/OTA will address simple safety issues such as taping down rugs that pose a tripping hazard, tightening loose railings and providing automated lighting solutions. After the initial inspection and in-home assessment, the Vest OT/OTA will work with ACDHS's project manager to create a scope of work for the needed home modifications. Within 5 business days of the completed modifications, the Vest OT/OTA will return to the older adults home for a second visit and conduct a thorough inspection to ensure that the modifications were completed as defined in the scope of work. Within 30 days, the Vest OT will make a third visit to conduct a final assessment using the HFLD tool to evaluate the impact of the modifications on the older adult's quality of life. The Vest OT will educate and train the older adults (and caregivers if present) on safe and proper use of the modifications and adaptive equipment. Education and training will emphasize positive and sustainable behavioral change and safety practices.

9. Describe your organization's plan for integrating the HFLD assessment tool into your assessment while ensuring the quality and consistency of services provided. (10 points)

Vest OTs are trained on and have previously used the HFLD tool for other home modifications projects and services. We will fully integrate the HFLD tool into all assessments to ensure consistent, high-quality service delivery across the three in-home visits. Vest OTs/OTAs are trained to use the HFLD scoring decision guide to standardize how they interpret criteria and maintain inter-rater reliability. The HFLD scoring system and Accessibility Ratings will be used to measure how safe, accessible, and usable a person's home environment is for performing desired ADLs and IADLs. For each area or room in the home, Vest OTs/OTAs use the HFLD tool to document whether there are barriers, what those barriers are, and how they impact function. The HFLD tool allows the OT/OTA to evaluate functional abilities both by asking the older adult resident questions and observing ADL and IADL performance when tasks can be safely executed. We also use the HFLD tool to note any existing adaptive equipment, and whether that equipment is adequate, properly installed, and used beneficially. All HFLD assessment data are captured in the home using an online software application on an HIPPA compliant iPad. The HFLD tool generates standard, templated reports and summaries, including the Accessibility Rating, visual representations of risk/hazard by area/room, and recommendations for home modifications. For the ACDHS OAHMP program, Vest OTs will review the HFLD generated reports, incorporate any other important information gathered and their clinical judgment, to create the assessment to guide the scope of work for needed home modifications.

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After home modifications are completed, when the Vest OT/OTA returns for the follow-up assessment and inspection, the HFLD tool is used to validate the quality of the work and measure its impact on the resident's safety and independence. The Vest OT/OTA re-administers the checklist and Accessibility Ratings to confirm that modifications were installed correctly and align with the scope of work. The HFLD tool is used again to observe how the resident now performs ADLs and IADLs in the modified environment, generating updated scores and a comparative report that quantifies improvements in accessibility and reduction of hazards. This re-assessment process not only documents outcomes but also includes resident and caregiver education on safe equipment use and reinforces positive behavioral changes, ensuring long-term safety and consistent quality of service.

10. Describe your plan for successfully incorporating and managing Occupational Therapy Assistant(s). (10 points)

Vest currently employs and incorporates OTAs into our home modification evaluation and home safety assessment services. In compliance with regulations and good practice, Vest OTAs operate under the direct supervision of our licensed OTs. Vest OTs execute this oversight through a combination of direct observation, case reviews, and written and phone consultations. For this RFP, supervisory OTs will accompany OTAs on their first three assessments. Vest supervising OTs will be responsible for verifying that assessments conducted with the HFLD tool are accurate, consistent, and complete, and that recommendations are clinically appropriate. OTs review all OTA documentation, co-sign assessment reports, and ensure that all modifications and follow-up education are aligned with the resident's individualized goals and the ACDHS project goals and requirements. We will train current and any new OTAs on use of the HFLD tool, policies and procedures for conducting the three OAHMP visits, working with ACDHS on the home modification scopes of work and the tight coordination and integration of the assessment into successful low-cost and high-impact home modifications.

11. Describe your approach to addressing additional and unaddressed/incomplete home modifications. (5 points)

Based on our experience, the close coordination of assessments and modifications is critical to ensure that home modifications follow the scope of work and completely address resident needs. By having the same experienced entity providing both the assessments and modifications, Vest's services are delivered in a coordinated, timely and effective manner and with minimal to no unaddressed/incomplete home

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modifications. In the rare case that our OTs/OTAs observe unaddressed/incomplete home modifications, we notify the contractor/handyperson of the deficiencies and provide a clear set of detailed recommendations to remedy the situation. If Vest provides both the OT assessment and home modifications services for the OAHMP program, no additional charges will be added to fix the unaddressed/incomplete modifications. Where additional needed modifications are identified during the second visit that would improve resident safety of independence, we will make recommendations to revise the scope of work to reflect the additions. For this proposal, any additions will be sent to the ACDHS project manager for approval and scope of work revisions. In both cases (unaddressed/incomplete home modifications or additional modifications), on the third visit Vest OTs will use the HFLD assessment tool to evaluate and confirm the completeness and effectiveness of the modifications to ensure adherence to the scope of work and improvement of the older adult resident's quality of life.

Home Modifications (35 points)

Complete this section only if you are proposing to provide this service. If you are not proposing to provide this service, please leave this section blank. Your response to this section must not exceed 4 pages.

12. Describe your organizational experience completing home modifications in a timely manner. (5 points)

Vest has extensive organizational experience delivering home modifications for older adults on schedule and in alignment with program requirements and client needs. Vest Home Modification's ACDHS contract (#304292) to provide home modifications, stair rides and In-home Services for the CAPABLE program was renewed on 8/12/2025. Under this agreement as well as the ones from the previous two years, Vest has completed home repairs, modifications and adaptations to the residences of older adults enrolled in the OPTIONS program that are very similar to the eligible home modifications/repairs under the OAHMP grant. We have successfully completed installation of grab bars and railings, lever-handled doorknobs and faucets and adaptive equipment including temporary ramps, tub/shower transfer benches, handheld shower heads, non-slip treads and raised toilet seats - all in a timely manner. We also have experience providing innovative lighting and smart technology solutions to reduce older adults' falls risk including automated motion lighting, smart door locks and sensors. Vest has streamlined workflow policies and procedures that allow us to mobilize our licensed contractors and handypersons within days of referral. Importantly, we are the only contractor in Allegheny County with direct experience

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implementing the recommendation of OTs in the CAPABLE program, which was the integrated assessment and home modifications model on which the OAHMP program was designed. For the ACDHS RFP, we will tightly coordinate these assessment and modifications services to ensure timely and quality delivery of services to meet the desired OAHMP program outcomes.

13. Describe your organization's approach to providing quality and consistent home modification services. (10 points)

Vest's approach to providing quality and consistent home modification services is built on a foundation of coordinated clinical oversight, standardized assessment, and skilled installation. To achieve program objectives of mitigating safety risks, improving older adult general safety and functional ability and increasing the amount of time aging in place, Vest will use our experience delivering CAPABLE, OPTIONS home modifications and the HFLD assessment tool to closely coordinate each step of the OAHMP modification process. Once we receive the home modifications referral, within 5 business days Vest will reach out to the older adult client and schedule the modification visit. Before the modification visit, the assigned Vest contractor/handyman will review the scope of work with the Vest OT to gain a full understanding of the Accessibility Ratings and hazards identified using the HFLD tool and the specific room-by-room recommendations. If any adaptive or smart home equipment is required, the contractor will consult with the Vest OT who performed the assessment to receive clinical guidance on set up and installation to achieve the safety and independence goals of the older adult. Vest has experience with and orders only the highest quality and most effective modifications, equipment and technology and uses a network of established suppliers to ensure timely delivery. Vest contractors/handyman are highly skilled in completing modifications ranging from simple fixes to more complex repairs and installations that mitigate safety risks and improve function. Our contractors have a track record of adhering to scopes of work and budgets, ensuring compliance with building codes and meeting accessibility standards. By integrating and coordinating our services, Vest will eliminate the gaps that often occur when assessments and installations are handled by separate organizations. Our approach will result in consistent delivery of home modifications that precisely match HFLD and clinical recommendations and deliver enhanced accountability for the OAHMP program outcomes.

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14. Describe your organization's approach to successfully and consistently completing up to 5 projects per month. (10 points)

Vest has the current staffing and capacity to complete up to, and more than, 5 OAHMP projects per month. We employ a CAPS trained and certified contractor/handyman and have subcontracts in place with the Voices for Independence Home (VFI) Modifications Division to provide high quality home modifications if our contractor is injured or unavailable. Because our contractors have experience delivering both OPTIONS and CAPABLE home modifications services for ACDHS AAA, we are ideally suited to successfully and consistently completing 5 OAHMP projects per month. Our contractors have experience implementing clinically guided modifications for older adults, consulting with OTs throughout the process and making any changes requested by OTs based on inspections and validations. Most home modifications contractors and handymen do not have the experience Vest has of delivering home modifications under the guidance of licensed OTs and aligning modifications with clinical objectives and outcomes to improve the health and safety of older adults. For the OAHMP program, Vest will schedule the home modification visit within 5 days of referral and all modifications and adaptive equipment and technology installation will be completed within 21 business days.

15. Describe your organization's plan for resolving additional and unaddressed/incomplete home modifications identified by the Occupational Therapy professional(s). (10 points)

Based on our extensive experience, the close coordination of assessments and modifications is critical to ensure that home modifications follow the scope of work and completely address resident needs. By having the same experienced entity providing both the assessments and modifications, Vest's services are delivered in a coordinated, timely and effective manner with minimal to no unaddressed/incomplete home modifications. Our approach to resolving additional and unaddressed/incomplete home modifications identified by the OTs is as follows: 1) the Vest contractor/handyman who delivered the modifications re-reviews the scope of work and any written OT guidance and then discusses the recommendations with the OT, then 2) our contractor/handyman returns to the resident's home to make any recommended adjustments, fixes or additional modifications and notifies the OTs of completion. If Vest provides both the OT assessment and home modifications services, the return visit for unaddressed/incomplete modifications does not incur additional charges. If additional modifications are identified and added to the scope of work, those modifications are completed and the costs are included in the final modifications charges.

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Budget and Budget Narrative (10 points, not included in page count)

16. Attach detailed annualized budgets that clearly supports the proposed service(s) and implementation plan(s). (5 points)

Detailed budget provided in attachments.

17. Provide a budget narrative that reflects a realistic estimate of the costs associated with implementing the proposed service(s). (5 points)

Budget justification provided in attachments.

Vest Inc. Budget

Occupational Therapy (OT) Assessments and Home Modifications for Older Adults

A. Personnel	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Total</u>
<i>Occupational Therapy Assessments</i>				
Occupational Therapists	\$ 39,000.00	\$ 39,000.00	\$ 39,000.00	\$ 117,000.00
<i>Home Modifications</i>				
Contractor/handyman labor	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 135,000.00
A. Subtotal Personnel	\$ 84,000.00	\$ 84,000.00	\$ 84,000.00	\$ 252,000.00
B. Materials and Supplies				
Home Modification materials and supplies	\$ 255,000.00	\$ 255,000.00	\$ 255,000.00	\$ 765,000.00
B. Subtotal Materials and Supplies	\$ 255,000.00	\$ 255,000.00	\$ 255,000.00	\$ 765,000.00
C. Other Direct costs				
Assessment Translation/Interpretation	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00
C. Subtotal Other Direct Costs	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00
Grand total	\$ 340,000.00	\$ 340,000.00	\$ 340,000.00	\$ 1,020,000.00

Vest Inc. Budget Justification

The total proposed budget for the Occupational Therapy Assessments and Home Modifications is \$340,000 annually and a total of \$1,020,000 over the three years.

A. Personnel (\$84,000 annually; \$252,000 total)

Occupational Therapy (OT) Assessments (\$39,000 annually; \$117,000 total)

A total cost of \$39,000 per year for occupational therapists (OTs) and occupational therapy assistants (OTAs) is budgeted (based on \$650 per resident with 60 residents annually). Vest Home Therapy Inc. employs 12 Pennsylvania licensed and Certified Aging in Place (CAPS) Occupational Therapists (OTs) and Occupational Therapy Assistants (OTAs) who together have more than 60 years of experience providing assessments for older adults in their home environments to determine the accessibility modifications necessary for them to complete ADLs and IADLs. By budgeting per resident instead of specific OTs, Vest will deploy any of our experienced OTs/OTAs for the visits to ensure timely delivery and close coordination of assessment and modifications services.

Home Modifications: Contractor/Handyperson (\$45,000 annually; \$135,000 total)

A total cost of \$45,000 per year of contractor/handyperson labor is budgeted [REDACTED]. Vest Inc. employs licensed and bonded home modifications contractors/handypersons. Our experienced contractor/handyperson will follow the scope of work developed by the OT and DHS program manager to install home modifications deemed necessary to meet the residents' needs and ensure residents can remain safe and healthy in their home.

B. Materials and Supplies (\$255,000 annually; \$765,000 total)

Total home modification materials and supplies of \$255,000 (annually) is budgeted. This budget is based on our prior OPTIONS and CAPABLE experience and projected needs from research on Allegheny County older adults. While actual materials and supplies costs will be determined by individual assessments and scopes of work, for budgeting detail we used the following projections:

- 40% of households will require bathroom safety modifications such as grab bars, tub/shower adaptations, handheld showerheads, and comfort-height toilets.
- 20% of households will need exterior access improvements, including ramps, railings, and exterior lighting for safe entry and exit.
- 10% of households will require kitchen or circulation supports, including lever faucets, pull-out shelving, door widening, or stair railings.
- 30% of households will need a combination of minor equipment and modifications such as slip-resistant flooring, threshold leveling, enhanced task lighting, outlet relocation, and smoke/CO detectors.

Budgeted home modification materials and supplies estimates were drawn from the HUD OAHMP Appendix A list of allowable items. Each resident will receive only those modifications recommended by the licensed OT following the standardized HFLD assessment and approved by the DHS program manager in the scope of work. This OAHMP approach ensures funds are allocated cost-effectively and tailored to the individual's functional needs and home environment.

C. Other Direct Costs (\$1,000.00 annually; \$3,000.00 total)

A total of \$1,000.00 per year for translation/interpretation costs is budgeted for the occupational therapist visits. Vest is committed to ensuring that translation/interpretation resources are made available to all residents with limited English proficiency or other communication barriers.