



2-1-1 Texas Information & Referral * Benefits Counseling * Care Coordination & Caregiver Support Coordination * Nursing Home Ombudsman
2210 Eastex Freeway * Beaumont, TX 77703 * (409) 924-3381 * Fax (409) 899-0822

The Area Agency on Aging of Southeast Texas (AAASET) would like to extend an opportunity to your company to apply to become a contractor for the AAASET (A Program of the South East Texas Regional Planning Commission). The AAASET provides an array of services to persons 60 years of age or older. These services may include in-home respite, personal care services, emergency response services, and health maintenance items (such as nutritional supplements and incontinence supplies). Of course, these are only a few examples of the services that we provide to area seniors, as there is always a possibility of the extension of our services, as grant funding allows. Although we are a non-profit agency, our compensation rates are competitive for the local market.

To be considered a contractor to the AAASET, applicants must meet the following criteria: be free from debarment of government funds, ensure staff, facility and personnel policies are in compliance with the Americans with Disabilities Act, and maintain insurance that protects the health and safety of clients and employees, and bond employees. You must also maintain the appropriate State License for the services you provide. Vendors may be a private non-profit, private for-profit or local city/county entity.

Please print the application, complete in its entirety and submit it via mail or hand-deliver along with a copy of all applicable State and Federal licenses and/or certifications that regulate your business. Applications submitted via email, fax, or otherwise will not be accepted.

Once the application has been completed and processed, we will send out the Contract Agreement via DocuSign.

Mail to:

**Southeast Texas Regional Planning Commission
Area Agency on Aging of Southeast Texas
Attn: Misty Michel, Operations Manager
2210 Eastex Freeway
Beaumont, Texas 77703**

Upon receipt and review of your application, we will contact you regarding a possible Contract Agreement. Should you have any questions concerning the completion of the application, please do not hesitate to contact Misty Michel at mmichel@setrpc.org or (409) 924-3381 ext. 6258.

The South East Texas Regional Planning Commission (SETRPC) reserves the right in its sole discretion to reject any and all applications.