



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MAY 21, 2019

FROM: PARKS, RECREATION AND COMMUNITY WARDS: ALL
SERVICES DEPARTMENT

SUBJECT: APPROVAL TO SUBMIT A GRANT APPLICATION TO THE CALIFORNIA DEPARTMENT OF EDUCATION NUTRITION SERVICES DIVISION FOR THE 2019 SUMMER FOOD SERVICE PROGRAM IN THE AMOUNT OF \$188,760 AND APPROVAL TO ENTER INTO AN AGREEMENT WITH RIVERSIDE UNIFIED SCHOOL DISTRICT IN THE AMOUNT OF \$156,000 TO PROVIDE MEALS FOR 2019 SUMMER LUNCH PROGRAM – SUPPLEMENTAL APPROPRIATION

ISSUE:

Approval to submit a grant application to the California Department of Education Nutrition Services Division to offer the 2019 Summer Food Service Program and enter into an Agreement with Riverside Unified School District to provide the meals for the Summer Food Service Program.

RECOMMENDATIONS:

That the City Council:

1. Approve the submittal of a grant application to the California Department of Education Nutrition Services Division for the 2019 Summer Food Service Program in the amount of \$188,760;
2. Upon grant award, authorize an increase in estimated revenue in the amount of \$188,760 and appropriate funds in the same amount to the Summer Food 2019 account 522500-9339500;
3. Authorize the City Manager or his designee to execute all grant application documents necessary for approval, including making minor non-substantive changes;
4. Approve a Summer Food Service Program Agreement to Provide Food Service with Riverside Unified School District in the amount of \$156,000, contingent upon the receipt of grant funds from the State of California; and
5. Authorize the City Manager, or his designee, to execute the Summer Food Services Agreement with Riverside Unified School District, including making minor and non-substantive changes.

BACKGROUND:

Through grants from the California Department of Education, the Parks, Recreation and Community Services Department (PRCSD) has offered the Summer Food Service Program (SFSP) at ten park sites throughout the City of Riverside. This program allows the City to provide free lunches to economically disadvantaged youth under the age of 18 and disabled adults, at sites that are directly supervised by the Department staff.

This year, the ten sites listed below qualified for this program under federal guidelines:

- | | | |
|-----|------------------|-----------------------------------|
| 1. | Bobby Bonds Park | 2060 University Avenue |
| 2. | Bordwell Park | 2008 Martin Luther King Boulevard |
| 3. | Bryant Park | 7950 Philbin Street |
| 4. | Hunt Park | 4015 Jackson Street |
| 5. | La Sierra Park | 5215 La Sierra Avenue |
| 6. | Lincoln Park | 4261 Park Avenue |
| 7. | Nichols Park | 5505 Dewey Avenue |
| 8. | Patterson Park | 1864 Linden Street |
| 9. | Reid Park | 701 N. Orange Street |
| 10. | Villegas Park | 3091 Esperanza Street |

The grant allows for a \$3.63 reimbursement per meal for meals served in order to cover operating and administrative costs. Based on the number of daily BBQ lunch meals served last summer, the City anticipates serving approximately 1,040 meals daily during the ten-week program. The maximum meal reimbursement for an estimated 52,000 meals served is \$188,760.

Pursuant to Purchasing Resolution 23256, Section 702(f), formal bidding is not required if payment is to be made to a Federal, State, and/or other public entity. For the past sixteen years, the City has contracted with Riverside Unified School District (RUSD) for the SFSP, with only periodic minimal cost increases. RUSD staff follows State nutritional guidelines, offers a variety of lunch choices to participants and provides delicious food and hot meals each day. With fair pricing and professional service provided by RUSD, the City is able to conduct a quality program with high customer satisfaction. Additionally, a provision in the State guidelines allows participating agencies to contract with a local school district for the preparation of meals without going through the formal bid process. The Purchasing Manager concurs that the recommendation to authorize the agreement is in compliance with Purchasing Resolution 23256.

DISCUSSION:

PRCSD wishes to continue the SFSP in 2019 because RUSD staff follows State nutritional guidelines, offers a variety of lunch choices to participants, and provides delicious food and hot meals each day. Fair pricing and professional service provided by RUSD allows the City to conduct a quality program with high customer satisfaction directly benefitting the Riverside community.

A provision in the State guidelines allows participating agencies to contract with a local school district for the preparation of meals without going through the formal bid process. In accordance

with State guidelines, the Department requests to contract with RUSD to provide lunches for the 2019 SFSP.

FISCAL IMPACT:

The grant from the California Department of Education will reimburse the City for approximately \$188,760 for the 2019 Summer Food Program and will be deposited into account 522500-9339500. Upon receipt of the grant award, the City will execute a contract with Riverside Unified School District to provide lunches for the 2019 Summer Food Program in the amount of \$156,000 and the remaining \$32,760 will be used for PRCSD administrative and program costs.

Expenditure Account No.	Description	Supplemental Appropriation
522500-9339500-421000	Professional Services	\$156,000
522500-9339500-411100	Salaries Regular	\$3,800
522500-9339500-411110	Salary Temp & Part Time	\$27,500
522500-9339500-425400	General Office Expense	\$900
522500-9339500-427100	Travel	\$560

Prepared by: Adolfo Cruz, Parks, Recreation and Community Services Director
Certified as to
availability of funds: Edward Enriquez, Chief Financial Officer / City Treasurer
Approved by: Rafael Guzman, Assistant City Manager
Approved as to form: Gary G. Geuss, City Attorney

Attachments: Summer Food Service Program Standard Food Service Agreement