



City of Arts & Innovation

City Council Memorandum

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TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MAY 24, 2016

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

SUBJECT: AGREEMENT WITH RIVERSIDE UNIFIED SCHOOL DISTRICT TO PROVIDE MEALS FOR 2016 SUMMER LUNCH PROGRAM - REQUEST TO WAIVE PURCHASING RESOLUTION NO. 22576 - SUPPLEMENTAL APPROPRIATION

ISSUE:

Consideration to waive Purchasing Resolution No. 22576 in order for the City of Riverside to enter into an agreement with Riverside Unified School District (RUSD) to provide lunches for the 2016 Summer Food Program.

RECOMMENDATIONS:

That the City Council:

1. Authorize the City Manager, or his designee, to execute all grant application documents necessary for approval and make non-substantive changes in documents;
2. Upon grant award, authorize an increase in estimated revenues in the amount of \$290,237 and appropriate expenditures in the same amount in a project account to be established by Finance for the 2016 Summer Food Program;
3. Upon grant award, authorize the City Manager, or his designee, to execute all 2016 Summer Food Program grant documents;
4. Adopt the attached resolution waiving the competitive bidding requirements of Purchasing Resolution No. 22576, under Section 201(i) in order to contract with RUSD to provide lunches for the Summer Food Program;
5. Authorize the City Manager, or his designee, to execute the Summer Food Services Agreement with Riverside Unified School District to continue to provide meals associated with the Summer Food Program contingent upon receipt of the grant from the State of California; and
6. Authorize the Purchasing Services Manager to issue a Purchase Order in the amount of \$220,875 to RUSD, which includes the cost of \$2.85 per meal;

BACKGROUND:

Through grants from the California Department of Education, the Parks, Recreation and Community Services Department has offered the Summer Food Program for many years at sites throughout the City of Riverside. This program allows the City to provide free lunches to economically disadvantaged children, at sites that are directly supervised by the Department.

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

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| 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 reimbursement to the City, from the State in the amount of \$290,237, which is \$3.6850 per meal, including operating and administrative costs. Based on the number of daily BBQ lunch meals served last summer, the City anticipates serving approximately 1,550 meals daily during the ten-week program, with an estimated 77,500 meals served throughout the summer. The City will receive \$290,237, from that amount; Riverside Unified School District will be paid \$220,875 for their cost of \$2.85 per meal. The difference of \$69,362 will be used for Parks, Recreation and Community Services' staff, supplies, and marketing.

For the past 15 years, the City has contracted with RUSD for the Summer Food Program, with only periodic minimal cost increases. For the 2016 program, there is no price increase for meals from what was charged in 2015. 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. 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. Therefore, the Department requests a waiver of Purchasing Resolution No. 22576 to contract with RUSD to provide lunches for the 2016 Summer Food Program.

The Purchasing Services Manager concurs with the recommendations.

FISCAL IMPACT:

A grant from the California Department of Education will reimburse the City of Riverside approximately \$290,237 for the Summer Food Program which will cover food and administrative costs.

Prepared by:	Adolfo Cruz, Parks, Recreation and Community Services Director
Certified as to availability of funds:	Scott Miller, Interim Finance Director/Treasurer
Approved by:	Alexander T. Nguyen, Assistant City Manager
Approved as to form:	Gary G. Geuss, City Attorney

- Attachments:
1. Summer Food Resolution
 2. Summer Food Service Program Standard Food Service Agreement