

CITY OF OAKLAND
AGENDA REPORT

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2004 APR 14 PM 1:33

TO: Office of the City Administrator
ATTN: Deborah Edgerly
FROM: Department of Human Services
DATE: April 27, 2004

RE: RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, ON BEHALF OF THE CITY OF OAKLAND, TO APPLY FOR, ACCEPT AND APPROPRIATE THE SUMMER FOOD SERVICE PROGRAM GRANT FROM THE CALIFORNIA DEPARTMENT OF EDUCATION NUTRITION SERVICES DIVISION IN AN ESTIMATED AMOUNT OF \$747,177 AND TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT IN AN AMOUNT NOT TO EXCEED \$417,380 BETWEEN THE CITY AND THE SAN LORENZO UNIFIED SCHOOL DISTRICT TO PROVIDE FOOD SERVICES FOR THE 2004 SUMMER FOOD SERVICE PROGRAM FOR CHILDREN

SUMMARY

Staff requests approval of a resolution authorizing the City Administrator to apply for, accept and appropriate the Summer Food Service Program grant from the California Department of Education, Nutrition Services Division, in an estimated amount of \$747,177; and to execute a Professional Services Agreement in an amount not to exceed \$417,380 between the City and the San Lorenzo Unified School District to provide meal preparation services to the Oakland Summer Lunch Program for the period beginning June 14, 2004 and ending August 27, 2004.

FISCAL IMPACT

The estimated grant funding will be appropriated to Fund 2159, Organization 78241, Project G224810 for reimbursement for services provided under the agreement between the City of Oakland and the San Lorenzo Unified School District. The Adopted Budget for FY 2003-2004 includes the appropriation of \$747,177 for the grant. Approval of the resolution will have no impact on the City's General Fund.

The professional services agreement between the City and San Lorenzo Unified School District is subject to the City of Oakland's three percent (3%) contract compliance fee which amounts of \$12,521. The contract compliance fee is not being imposed currently. Not imposing or disregarding the Contract Compliance Assessment fee would increase the existing negative balance in the Contract Compliance Assessment fund (1790).

The grantor does not reimburse central service overhead charges. The Adopted Budget for FY 2003-2005 includes an offset of central service overhead charges in the amount of \$70,691.

Item: **3**
Life Enrichment Committee
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BACKGROUND

The City of Oakland has been a sponsor of the Summer Food Service Program for the past 20 years. The purpose of the program is to provide children in low-income areas with free, nutritionally balanced lunches when they are not in school. By serving meals at community sites during the summer when most schools are closed, the program complements the free lunch program offered during the regular school year. The San Lorenzo Unified School District is certified by the California Department of Education to provide meals and was Oakland's vendor last year at a price of \$1.70 per meal.

PROGRAM DESCRIPTION

The Summer Food Service Program (now known as the Oakland Summer Lunch Program) is regulated under Department of Agriculture (USDA) Title 7 CFR Part 225. As a sponsor, the City of Oakland contracts with a vendor certified by the California Department of Education to provide meals for the summer lunch program. The City receives the prepared meals and then delivers them to approximately 52 community sites in Oakland. The City monitors each site to ensure that only meals served are reimbursed. The City also documents compliance with all regulations for transporting, delivering and serving meals to meet the requirements of the reimbursement grant. To further ensure compliance, the program is periodically audited by the California Department of Education.

The DOE has established the 2004 summer reimbursement rates for prepared lunches at \$2.41 per lunch and \$.21 per meal for administrative costs. The City of Oakland, as sponsor, will thus be reimbursed for meals actually delivered at the rate of \$2.62 per lunch. The sponsor pays a certified vendor (usually a school district) for meal preparation. In the summer 2004, the vendor will be paid \$1.75 per meal for food preparation and delivery to a City facility, approximately two-thirds of the total reimbursement rate of \$2.62 per meal. The other one-third covers the cost of the program's drivers, site monitors, and administration.

KEY ISSUES AND IMPACTS

From January 2003 to January 2004, unemployment in Alameda County increased from 2.8% to 6.3%, with Oakland having the highest unemployment rate in the county. A reported 49.4% of all Oakland Unified School District students now live in families with incomes less than 185% of the federal poverty guideline. As more families are forced into poverty, the need for the services provided to children by the Oakland Summer Lunch Program will increase.

The City of Oakland Summer Lunch Program for Children will continue to provide nutritious lunches to low income children at various lunch program sites located throughout the Oakland community. It is estimated that approximately 60,000 to 95,000 meals will be served during the summer break period between June 14 and August 27, 2004. The program expanded from 46 sites in 2002 to 52 sites in 2003.

A request for a bid price to provide meal preparation and delivery was sent to the Oakland Unified School District (OUSD) and San Lorenzo Unified School District. The San Lorenzo School District was selected based on submission of the lowest price per meal of \$1.75 and previous experience in providing a quality lunch program for Oakland's Summer Lunch Program. The Oakland Unified School District did not respond with a bid for meal preparation. There are no other California Department of Education approved commercial food vendors in Oakland.

RECOMMENDATION AND RATIONALE

Staff recommends approval of the resolution to apply for, accept, and appropriate the Summer Food Service Program grant in order to continue to serve children in Oakland a nutritious meal during the summer months. Additionally, staff recommends approval of the resolution authorizing the City Administrator to enter a professional services agreement with the San Lorenzo Unified School District to provide meal preparation services. The San Lorenzo Unified School District's proposed price per meal of \$1.75 will result in a balance of reimbursement revenues adequate to cover the City's costs to sponsor the program.

SUSTAINABLE OPPORTUNITIES

Social Equity:

The Summer Food Service Program is a federal food and nutrition program that addresses hunger by providing access to free and nutritious meals for low-income children. Reduction in hunger and improvements in children's nutritional intake are linked to improved performance in school and overall child health and wellness.

Environmental:

The San Lorenzo Unified School District uses recycled materials to package all meals provided to the lunch program.

Economic:

The Summer Food Service Program provides temporary part-time employment opportunities for four drivers and four monitors.

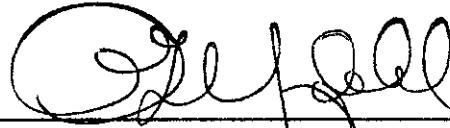
DISABILITY AND SENIOR CITIZEN ACCESS

Participating sites must be substantially in compliance with the Americans with Disabilities Act (ADA), the Older Americans Act, and other applicable laws. Oakland's Summer Lunch Program will include a nondiscrimination statement on all program information and display the USDA approved civil rights poster at summer lunch sites.

ACTION REQUESTED OF THE CITY COUNCIL

The action requested is to approve a resolution authorizing the City Administrator 1) to apply for, accept and appropriate the Summer Food Service Program grant from the California Department of Education, Nutrition Services Division, in an estimated amount of \$747,177; and 2) to execute an agreement in an amount not to exceed \$417,380 with the San Lorenzo Unified School District to provide food services for the 2004 program year.

Respectfully submitted,



ANDREA YOUNGDAHL
Director, Department of Human Services

Reviewed by:
Sandra Taylor
Children and Youth Services Manager

Prepared by
Damali Cruz
Program Analyst II

APPROVED FOR FORWARDED TO
LIFE ENRICHMENT COMMITTEE:



Office of the City Administrator

OFFICE OF THE CITY CLERK

[Signature]
City Attorney

2004 APR 16 PM 1:33

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, ON BEHALF OF THE CITY OF OAKLAND, TO APPLY FOR, ACCEPT AND APPROPRIATE THE SUMMER FOOD SERVICE PROGRAM GRANT FROM THE CALIFORNIA DEPARTMENT OF EDUCATION NUTRITION SERVICES DIVISION IN AN ESTIMATED AMOUNT OF \$747,177 AND TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT IN AN AMOUNT NOT TO EXCEED \$417,380 BETWEEN THE CITY AND THE SAN LORENZO UNIFIED SCHOOL DISTRICT TO PROVIDE FOOD SERVICES FOR THE 2004 SUMMER FOOD SERVICE PROGRAM FOR CHILDREN

WHEREAS, the City of Oakland desires to apply for, accept and appropriate a Summer Food Service Program Grant in an estimated amount of \$747,177 from the California Department of Education Nutrition Services Division and to execute a Professional Services Agreement in an amount not to exceed \$417,380 between the City and the San Lorenzo Unified School District to provide food services to the Summer Food Service Program for Children for Program Year 2004; and

WHEREAS, the grantor does not reimburse central service overhead charges and the Adopted Budget for FY 2003-2004 includes an offset of central service overhead charges; and

WHEREAS, the San Lorenzo Unified School District is certified by the California Department of Education Child Nutrition Division to provide meals and will provide services under a contract agreement during the period of June 14, 2004 through August 27, 2004; and

WHEREAS, the City Council finds that the performance of this service is in the public interest because of economy; and

WHEREAS, the City Council finds that this contract shall not result in the loss of salary or employment by anyone having permanent status in the competitive service; and

WHEREAS, the FY 2003-2004 Adopted Budget for the Summer Food Service Program for Children includes funding for this contract; now therefore, be it

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RESOLVED: That the City Administrator or her designee as agent of the City of Oakland is hereby authorized and directed to submit on behalf of the City of Oakland an application to the Department of Education Nutrition Services Division for funds to operate a Summer Food Service Program for Children in the City of Oakland from June 14, 2004 through August 27, 2004 and to execute and submit all documents, including but not limited to agreements, amendments, and payment requests which may be necessary to obtain funds to operate such a program and to accept said funds; and, be it further

RESOLVED: That the City Administrator is hereby authorized and directed to appropriate any additional funding which may become available from this grant; and be it further

RESOLVED: That the City Council hereby authorizes the City Administrator or her designee as an agent for the City to execute a Professional Services Contract between the City and the San Lorenzo Unified School District in an amount not to exceed \$417,380 to provide food services; and, be it further

RESOLVED: That the sum of \$747,177 and offsetting revenue shall be appropriated to Fund 2159, Organization 78241, Project G224810 for the purpose of operating the Summer Food Service Program for Children; and be it

FURTHER RESOLVED: That the City Administrator is hereby authorized to approve any subsequent amendments to or extensions of said Professional Services Contract with the exception of an increase in compensation provided that such amendments or extensions shall be approved by the City Attorney's Office and shall be filed with the City Clerk's Office.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20_____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID, WAN and PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____

CEDA FLOYD
City Clerk and Clerk of the Council
of the City of Oakland, California

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