

CITY OF OAKLAND

AGENDA REPORT

FILED
OFFICE OF THE CITY CLERK
OAKLAND

TO: Office of the City Administrator
ATTN: Deborah Edgerly
FROM: Department of Human Services
DATE: April 22, 2008

2008 APR 10 PM 4:44

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 \$550,000 And To Execute A Professional Service Agreement Between The City And The San Lorenzo Unified School District In An Amount Not To Exceed \$200,000 To Provide Food Services For The 2008 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 \$550,000; and to execute a professional service agreement in an amount not to exceed \$200,000 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 16, 2008 and ending August 29, 2008.

FISCAL IMPACT

The estimated grant funding will be appropriated to Department of Agriculture Fund (2102), Year Round Lunch Program Organization (78241), Summer Food Program Service FY 0708 Project (G306110), and Strengthening Children, Youth and their Families Program (YS13) for reimbursement for services provided under the grant agreement with the California Department of Education, Nutrition Services Division and the City of Oakland. The Adopted Budget for FY 2007-2008 includes the appropriation of \$550,000 for the grant. Approval of the resolution will have no impact on the City's General Fund.

The professional service agreement between the City and the San Lorenzo Unified School District is subject to the City of Oakland's three percent (3%) contract compliance fee which amounts to \$6,000. 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).

BACKGROUND

The City of Oakland has been a sponsor of the Summer Food Service Program for the past 23 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

Item: _____
Life Enrichment Committee
April 22, 2008

program offered during the regular school year. The San Lorenzo Unified School District is certified by the California Department of Education to provide meals.

KEY ISSUES AND IMPACTS

Oakland's population

According to the 2000 U.S. Census, Oakland's total population is documented as 399,484. Current data published by the California Department of Finance shows Oakland's population continues to increase. As of January 1, 2007, Oakland's total population is estimated at 415,492. An estimated 27.4% or 112,975 are youth (0-19). There are 76,489 individuals (19.4%) living below the federal poverty level; 27,126 are children under the age of 18.

The Oakland Unified School District (OUSD) is a large urban district with a population of approximately 47,012 students (2006-2007). A majority of Oakland students are from low or moderate-income families. Nearly 66% of OUSD students qualify for free or reduced price lunch and 24% receive CalWORKs.

The Alameda County Community Food Bank received an unprecedented spike in demand for emergency food in 2007. From 2006 to 2007, the number of referrals provided by their food "Helpline" increased 34%. This trend continues in 2008. In January, referrals were up 50% over the previous year. In February referrals were up 35% over the previous year.

Proposed Oakland Summer Lunch Program

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. In 2007, an average of 1,931 meals was served each day during the summer program. It is estimated that approximately 85,000 to 100,000 meals will be served during the summer break period between June 16 and August 29, 2008. Over the last 5 years the summer lunch program has expanded from 45 sites in 2003 to 60 sites as of last summer. As of March 2008, 10 additional community based organization have expressed interest in providing food service for children under the age of 18.

Food Vendor Selection

In an effort to encourage local food vendors to bid on the City's summer food service contract for meal preparation and delivery, the Department of Human Services (DHS) conducted a formal bidding process adhering to the California Department of Education's guidelines for competitive bidding for food vendor selection. An Invitation for Bid (IFB) was advertised in the Oakland Tribune. Staff searched the internet and contacted the Oakland Chamber of Commerce prior to the bid announcement to further awareness of the competitive bid process. The IFB was also sent to those companies pre-approved by the California Department of Education to provide food service. Eighteen companies received a copy of the Invitation to Bid, including eight Oakland based vendors.

On March 11, 2008, staff from the Children and Youth Services Division hosted a bidders' conference to review the IFB with interested vendors. Five potential interested vendors attended the bidders' conference. Only three vendors submitted a bid by the deadline of March 21, 2008.

Item: _____
Life Enrichment Committee
April 22, 2008

The three bidders that submitted bids were Revolution Foods of Alameda, Bateman Senior Meals of Santa Clara, and the San Lorenzo Unified School District.

The San Lorenzo Unified School District was selected based on submission of the lowest price per meal of \$1.95 and previous experience in providing healthy and nutritious lunches for summer food service programs. This price per meal represents an increase of \$.10 per meal from 2007.

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 (DOE) to provide meals for the summer lunch program. The City receives the prepared meals and then delivers them to approximately 60 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 2008 summer reimbursement rates for prepared lunches at \$2.75 per lunch and \$.2375 per meal for administrative costs. The City of Oakland, as sponsor, will thus be reimbursed for meals actually delivered at the rate of \$2.98 per lunch. The sponsor pays a certified vendor (usually a school district) for meal preparation. In the summer 2008, the San Lorenzo Unified School District will be paid \$1.95 for food preparation and delivery to a City facility.

SUSTAINABLE OPPORTUNITIES

- Economic:*** The Summer Food Service Program provides temporary part-time employment opportunities for six drivers and six monitors.
- Environmental:*** Recycled materials are used to package all meals provided to the lunch program.
- 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.

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.


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. Staff recommends the contract compliance fee of 3% to be waived for the professional service agreement between the City and the San Lorenzo Unified School District. Additionally, staff recommends approval of the resolution authorizing the City Administrator to enter a professional service agreement with the San Lorenzo Unified School District to provide meal preparation services. Acceptance of the grant will result in a balance of reimbursement revenues adequate to cover the City's costs of food preparation and delivery to 60 sites in Oakland.

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 \$550,000; and 2) to execute an agreement in an amount not to exceed \$200,000 with the San Lorenzo Unified School District to provide food services for the 2008 program year.

Respectfully submitted,



ANDREA YOUNGDAHL
Director, Department of Human Services

Reviewed by:
Sandra Taylor
Children and Youth Services Manager

Prepared by:
Carmela Chase
Program Analyst I

Attachment A – Oakland Summer Food Service Sites from 2007

**APPROVED FOR FORWARDED TO
LIFE ENRICHMENT COMMITTEE:**



OFFICE OF THE CITY ADMINISTRATOR

Item: _____
Life Enrichment Committee
April 22, 2008

ATTACHMENT A

Oakland Summer Food Service Program

Name	Address	City	Zip	Phone	Contact	Service Dates	Service time	ADP
Allendale Recreation Center	3711 Suter Street	Oakland	94619	(510) 535-5635	Michael Foster	6/18 - 8/17	12:00 - 1:00	50
Arroyo Viejo Recreation Center	7701 Krause Avenue	Oakland	94605	(510) 615-5755 or 867-0714	Karlin Johnson Laudermilk	6/18 - 8/17	12:00 - 1:00	100
Boys & Girls Club - Meltzer	920 24th Street	Oakland	94608	(510) 272-9929	Megan Clay	6/18 - 8/17	12:00 - 1:00	50
Brookdale Recreation Center	2535 High Street	Oakland	94601	(510) 535-5632	Michael Foster	6/18 - 8/17	12:00 - 1:00	30
Ira Jinikins Center	9175 Edes Avenue	Oakland	94603	(510) 615-5959	Dennis Flannery	6/18 - 8/17	12:00 - 1:00	60
Eastlake Recreation Center	1612 45th Avenue	Oakland	94601	(510) 534-7441 or (510) 978-1278	Chris Chatman or Floressa Vaugh	6/18 - 8/17	12:00 - 1:00	60
FM Smith	1969 Park Blvd	Oakland	94606	(510) 238-7742	Lois Gomez	6/18 - 8/17	12:00 - 1:00	60
Franklin Recreation Center	1010 E 15th Street	Oakland	94606	(510) 238-7741	Rebecca Chhom	6/26 - 8/17	12:00 - 1:00	60
Mosswood Recreation Center	3612 Webster Street	Oakland	94609	(510) 597-5038	John Hill	6/18 - 8/17	12:00 - 1:00	70
Rainbow Recreation Center	5800 East 14th Street	Oakland	94621	(510) 615-5751	Horace Houston	6/18 - 8/17	12:00 - 1:00	50
Tassafaronga Recreation Center	975 85th Avenue	Oakland	94621	(510) 615-5764	Sandra Pitts Johnson	6/18 - 8/17	12:00 - 1:00	60
Bushrod Recreation Center	560 59th Street	Oakland	94609	(510) 597-5031	Myka Hammock	6/18 - 8/17	12:00 - 1:00	60
Church of Christ	1300 E. 24th Street	Oakland	94606	(510) 532-9434	Joe Pitts	6/25 - 8/17	12:00 - 1:00	25
Columbia Gardens	9854 Koford Road	Oakland	94603	(510) 615-5766	Julia Hardy or Lurlene Jackson	6/18 - 8/17	12:00 - 1:00	35
Defremery Recreation Center	1651 Adeline Street	Oakland	94607	(510) 238-7739	Valarie Winn	6/18 - 8/17	12:00 - 1:00	100
East Oakland Boxing Assoc.	816 98th Avenue	Oakland	94603	(510) 430-8056	Elizabeth Friedter	7/2 - 8/17	12:00 - 1:00	50
East Oakland Youth Development	8200 East 14th Street	Oakland	94612	(510) 569-8088	Alma Barocio	6/25 - 8/3	12:00 - 1:00	100
Golden Gate Recreation Center	1075 62nd Street	Oakland	94608	(510) 597-5032	Vee Bolden	6/18 - 8/17	12:00 - 1:00	30
Lincoln Recreation Center	250 10th Street	Oakland	94607	(510) 238-7738	Gilbert Gong	6/18 - 8/17	12:00 - 1:00	200
Manzanita Recreation Center	2701 22nd Avenue	Oakland	94606	(510) 535-5625	Kent Brown	6/18 - 8/17	12:00 - 1:00	40
M Robinson Baker YMCA	3265 Market Street	Oakland	94608	(510) 654-9622	Chris Chatmon, Camiile Cyrus	6/18 - 8/17	12:00 - 1:00	90
Poplar Recreation Center	3131 Union Street	Oakland	94608	(510) 597-5042	Ray Oducayen	6/20 - 8/17	12:00 - 1:00	25
Oakland Police Activities League	9600 Sunnyside Street	Oakland	94603	(510) 615-5758	Pam Williams	6/26 - 8/10	12:00 - 1:00	70
Boys & Girls Club - CARR	8530 International Blvd	Oakland	94621	(510) 638-1532	Fred Frazier	6/18 - 8/17	12:00 - 1:00	65
Campfire USA - Kids with Dreams	1145 10th Street	Oakland	94608	(510) 444-6375 or (510) 835-3457	Jordan White	7/5 - 8/17	12:00 - 1:00	40
Project Transition	9532 Alcala	Oakland	94603	(510) 430-0916	Jamelle Wallace	6/18 - 8/17	12:00 - 1:00	25
Emeryville Recreation Center	4300 San Pablo Avenue	Oakland	94608	(510) 774-9701	Darrell Hampton	6/25 - 8/17	12:00 - 1:00	90
YMCA Teen Center	5908 Foothill Blvd	Oakland	94605	(510) 638-3984	Larry Austin	6/18 - 8/17	12:00 - 1:00	40
Centro De Juventud	3209 Galindo Street	Oakland	94601	(510) 551-6591 or (510) 682-6310	Heather Cann	7/2 - 8/17	12:00 - 1:00	20
Mindful Messages	1060 Grand Avenue	Oakland	94621	(510) 520-2742	Deborah Day	6/18 - 8/17	12:00 - 1:00	30

ATTACHMENT A

Oakland-Summer Food Service Program

Hope Six Project	6948 Foothill Blvd	Oakland	94505	(510) 568-6955	Janice Tyler			
St Pauls Episcopal Church - Aim High	262 Grand Avenue	Oakland	94610	(510) 285-9683	Love Winestock	6/25 - 7/27	12:00 - 1:00	80
Oakland Community Housing	6475 Foothill Blvd	Oakland	94621	(510) 638-4383	Phyllis Bonner	6/18 - 8/17	12:00 - 1:00	25
True Fellowship BC	9400 International Blvd	Oakland	94603	(510) 632-4646	Keith Henderson			
Campbell Village	800 Willow Street	Oakland	94607	(510) 867-0735 cell	George Henderson	6/18 - 8/17	12:00 - 1:00	60
Salvation Army	380 11th Street	Oakland	94607	(510) 834-1089	Eva Zheng, Doug Chau	6/25 - 8/17	12:00 - 1:00	200
Native American Health Center	3001 International Blvd	Oakland	94601	(510) 535-4492	Crystal Salas	6/25 - 7/25	12:00 - 1:00	20
Morh1 Apartments	741 Filbert Street	Oakland	94607	(510) 465-8522	Danette McCain	6/18 - 8/17	12:00 - 1:00	40
Carmen Flores Recreation Center	1638 Fruitvale Avenue	Oakland	94601	(510) 867-0740	Marcy Sanchez	6/18 - 8/17	12:00 - 1:00	50
Miracles of Faith	4335 Virginia	Oakland	94619	(510) 536-6701	Greg Brown	6/20 - 8/17	12:00 - 1:00	30
San Kofa Healing Institute	2318 25th Avenue	Oakland	94601	(510) 261-5306	Eve Robinson	6/18 - 8/17	12:00 - 1:00	40
San Antonio Recreation Center	1701 East 19th Street	Oakland	94606	867-4147- Donte's cell	Geroge Henderson, Donte Watson	6/18 - 8/17	12:00 - 1:00	125
Boys & Girls Club Ana Marie Branch	3300 High Street	Oakland	94619	(510) 535-9461	Maribel Corral	6/18 - 8/17	12:00 - 1:00	100
Girls Incorporated	3000 62nd Avenue	Oakland	94605	(510) 430-1850	Royalitta Mickens	6/25 - 8/3	12:00 - 1:00	60
Master Seal Baptist Church	10246 MacArthur	Oakland		(510) 783-5766, (510) 569-2932, (510) 209-518-6276	Rev. Thomas Smith Senior, Denise Hall			
Aim High - Odowd Campus	9500 Steams Avenue	Oakland	94605	(925)487-5894	John Price	6/25 - 7/27	12:00 - 1:00	90
James Lee Court Apts	690 15th Street	Oakland	94612	(510) 333-9831	Kathy Simms			
Garden Center	666 Bellevue Avenue	Oakland	94610	(510) 238-6648	Paul Bates	6/18 - 8/17	12:00 - 1:00	50
Oak Center One	1601 Market Street	Oakland	94607	(510) 893-1718	Sonya Freeman	6/18 - 7/25	12:00 - 1:00	25
Humanity Hope Incorporated	1051 54th Street	Oakland	94608	(510) 593-0805	Cseneca Parker	6/18 - 8/17	12:00 - 1:00	30
Acorn Town center	923 Adeline Street	Oakland	94607	(510) 444-1115	Marilyn Harris	6/18 - 8/17	12:00 - 1:00	25
Grace Baptist Church	705 98th Avenue	Oakland	94603	(510) 504-9348	Lola Hardy	6/25 - 8/17	12:00 - 1:00	65
St. Andrews Theological University	2624 West Street	Oakland	94612	(510) 465-8023	Millicent Waller	6/18 - 8/17	12:00 - 1:00	75
Lions Creek Crossing Apartments	881 69th Avenue	Oakland	94621	(510) 636-9975	Simoria Smith	6/18 - 8/17	12:00 - 1:00	30
Rising Star Missionary Baptist Church	3209 Martin Luther King Jr. Way	Oakland	94609	(510) 652-7079	Marilyn Mackey	6/25 - 8/25	12:00 - 1:00	40
Family Support Services - High Street	1945 High Street	Oakland	94601	(510) 834-2443	Donna Moore	6/25 - 8/17	12:00 - 1:00	40
Family Support Services - 12th Street	1188 12th Street	Oakland	94607	(510) 834-2443	Donna Moore	6/25 - 8/17	12:00 - 1:00	40
Aim High - Urban Promise	3031 East 18th Street	Oakland	94601	(510) 386-3379	Erica Ramierz	6/25 - 7/27	12:30 - 1:30	45
Oakland Fine Arts School	1025 East 28th Street/ Bella Vista School	Oakland	94610	(510) 540-0874	Kathleen McPhearson	6/25 - 7/20	12:30 - 1:30	200
Center of Hope Community Church	8425 MacArthur Blvd	Oakland	94605	(510) 729-6635	Vicky Viney	6/25 - 8/3	12:00 - 1:00	70
Wings of Love	7007 MacArthur Blvd	Oakland	94605	(510) 409-8962	Donna Hayes	7/2 - 7/25	12:00 - 1:00	60
Downs Memorial Church	6026 Idaho Street	Oakland	94608	(510) 654-5858	Norma Lampley	8/1 - 8/17	12:00 - 1:00	20

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2008 APR 10 PM 4:44

Approved as to Form and Legality

D. Bialosky
Oakland City Attorney's Office

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 \$550,000 AND TO EXECUTE A PROFESSIONAL SERVICE AGREEMENT BETWEEN THE CITY AND THE SAN LORENZO UNIFIED SCHOOL DISTRICT IN AN AMOUNT NOT TO EXCEED \$200,000 TO PROVIDE FOOD SERVICES FOR THE 2008 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 \$550,000 from the California Department of Education Nutrition Services Division and execute a Professional Services Agreement in an amount not to exceed \$200,000 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 2008; 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 an agreement for the period of June 16, 2008 through August 29, 2008; and

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

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

WHEREAS, the FY 2007-2008 Adopted Budget for the Summer Food Service Program for Children includes funding for this agreement; now, therefore be it

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 16, 2008 through August 29, 2008 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 Agreement between the City and San Lorenzo Unified School District in an amount not to exceed \$200,000 to provide food services; and be it

FURTHER RESOLVED: That the sum of \$550,000 and offsetting revenue shall be appropriated to Department of Agriculture Fund (2102), Year Round Lunch Program Organization (78241), Summer Food Program Service FY 0708 Project (G306110), and Strengthening Children, Youth and their Families Program (YS13) 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 Agreement 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, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID, AND
PRESIDENT DE LA FUENTE .

NOES -

ABSENT -

ABSTENTION -

ATTEST:

LATONDA SIMMONS
City Clerk and Clerk of the Council of
the City of Oakland, California