

CITY OF OAKLAND

AGENDA REPORT

2009 APR 16 PM 1:05

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Department of Human Services
DATE: April 28, 2009

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 \$210,000 To Provide Food Services For The 2009 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 \$210,000 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 15, 2009 and ending August 21, 2009.

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 0809 Project (G306010), 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 2008-2009 includes the appropriation of \$548,771 for the grant and the amount of \$223,190 available for services under the professional service agreement between the City and the San Lorenzo Unified School District. Approval of the resolution will have no impact on the City's General Fund.

BACKGROUND

The City of Oakland has been a sponsor of the Summer Food Service Program for the past 24 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

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during the summer when most schools are closed, the program complements the free lunch program offered during the regular school year.

The DOE has established the 2009 summer reimbursement rates for prepared lunches and administrative costs at \$3.13 per lunch. In the summer 2009, the selected vendor will be paid on a per meal basis for food preparation and delivery to a City facility.

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, 2008, Oakland's total population is estimated at 420,183. An estimated 27.4% or 115,130 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 46,431 students (2007-2008). A majority of Oakland students are from low or moderate-income families. In 2008, nearly 69% of OUSD students qualified for free or reduced price lunch, a 20% increase from 2001.

In 2008, the Alameda County Community Food Bank's "Helpline" received an unprecedented 34% increase in demand for emergency food from the previous year. As of February 2009, requests have spiked to 43% over the previous year. The Food Bank receives over 2,000 requests a month for hunger relief services.

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 2008, the program served an average of 1,600 meals per day. At peak need, the number rose to 2,500. It is estimated that approximately 85,000 to 100,000 meals will be served during the summer break period between June 15 and August 21, 2009. Over the last six years the summer lunch program has expanded from 45 sites in 2003 to 55 sites as of last summer. As of March 2009, seven (7) additional community based or faith based organizations 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. A Request for Proposals (RFP) was advertised in the Oakland Post and the Oakland Tribune. Staff contacted seven (7) Bay Area commercial food vendors to further awareness of the competitive bid process. A total of 14 companies received an announcement of the Request for Proposals, including three Oakland based vendors.

Each bidder was evaluated using the following criteria:

- Cost of summer lunches
- Ability to provide high level nutritious meals
- Financial capability to perform a contract of the scope required
- Adequacy of plant facilities for food preparation, with approved license certification that facilities meet all applicable state and local health, safety and sanitation standards
- Location conducive to minimizing carbon footprint
- Previous experience of the bidder in performing services similar in nature and scope
- Transportation capability, sanitation and packing
- References
- Food samples
- Completeness of proposal

An objective of the SFSP this year was to increase the nutritional value of the lunches served. In order to assess cost effectiveness, three levels of meal options were identified for bidding purposes. Level "A" met the USDA guidelines as required by the National School Lunch Program and served as the base for levels "B" and "C". Level "B" adds the standards of a minimum of 50% California grown food, no trans fats, and 50% of meat and dairy are antibiotic-free and hormone-free. Level "C" adds to "B", the standards of a minimum of 50% organic fruits, vegetables, and ingredients, 100% antibiotic and hormone-free meat and dairy, and no high fructose corn syrup.

On March 9, 2009, staff from the Children and Youth Services Division hosted a bidders conference to review the RFP with interested vendors. Two vendors submitted a bid by the deadline of March 20, 2009. The two bidders that submitted a proposal were Revolution Foods and the San Lorenzo Unified School District.

Vendor	Level A	Level B	Level C
Revolution Foods	\$2.50	\$2.50	\$2.65
San Lorenzo Unified School District	\$2.05	\$2.10	\$2.30

It is estimated that the Summer Food Service Program will serve between 85,000 and 100,000 meals during the 2009 session. The prices from the two vendors reflect a \$28,000 – \$40,000 overall price differential for the program.

The proposal from Revolution Foods identified an Oakland facility located at 8383 Capwell Drive. As of the proposal deadline, the Oakland facility was not fully operational with the required permit. As stated in the RFP, bids must include a copy of a current state or local health certificate for the food preparation facility. The permit to operate included in Revolution Foods' proposal was for the Alameda facility. The proposal from the San Lorenzo Unified School District included the permit for the food preparation facility located in San Lorenzo.

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Both bidders were able to propose higher levels of nutrition than the minimum USDA required standard for summer lunches, and documented financial capability to perform the scope of work, transportation capabilities, packaging, and references. Based on considerations of taste and cost, DHS determined that the level "B" price and menu options best meet the Summer Food Service Program objectives.

The San Lorenzo Unified School District's proposal for level "B" meals was selected based on submission of the lowest price per meal of \$2.10, previous experience in providing healthy and nutritious lunches for summer food service programs, and consideration of taste and nutritional quality of meals to be provided. San Lorenzo Unified School District's bid for level "B" will provide protein and dairy 100% free of antibiotics and hormones. An informal taste screening resulted in a majority selection of San Lorenzo Unified School District's level "B" submissions over Revolution Foods' level "B" submissions.

The price per meal for summer lunches was \$1.95 per meal in 2008. The price of \$2.10 per meal represents an increase of \$.15 per meal from 2008.

PROGRAM DESCRIPTION

The Summer Food Service Program (also 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 55 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.

EVALUATION OF PAST PERFORMANCE

The past performance of the San Lorenzo Unified School District as the contracted vendor for Oakland's Summer Food Service Program met or exceeded the contract terms over the last several years. The USDA nutrition standards require that SFSP meals be delivered and maintained at the required temperature and match guidelines for specific portion size, nutritional content, and menu variety. Meals received from the San Lorenzo School District consistently met USDA requirements. Past service has been reliable, professional, and capable. The San Lorenzo Unified School District has satisfied the contract requirements for a large quantity of meals delivered on time on a daily basis.

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. 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 approximately 55 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 \$210,000 with the San Lorenzo Unified School District to provide food services for the 2009 program year.

Respectfully submitted,



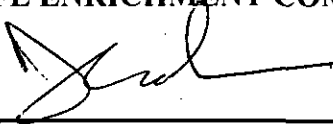
ANDREA YOUNGDAHL
Director, Department of Human Services

Reviewed by:
Sandra Taylor
Children and Youth Services Manager

Prepared by:
Carmela Chase
Program Analyst I

Attachment A – Oakland Summer Food Service Sites from 2008

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



OFFICE OF THE CITY ADMINISTRATOR

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Life Enrichment Committee
April 28, 2009

ATTACHMENT A

SUMMER FOOD SERVICE PROGRAM SITES 2008

NAME	ADDRESS	CITY	ZIP	SERVICE TIME	*ADP
Allendale Recreation Center	3711 Suter Street	Oakland	94619	12:00 - 1:00	50
Arroyo Viejo Recreation Center	7701 Krause Avenue	Oakland	94605	12:00 - 1:00	100
Boys & Girls Club - Meltzer	920 24th Street	Oakland	94608	12:00 - 1:00	50
Brookdale Recreation Center	2535 High Street	Oakland	94601	12:00 - 1:00	30
Ira Jinikins Center	9175 Edes Avenue	Oakland	94603	12:00 - 1:00	60
Eastlake Recreation Center	1612 45th Avenue	Oakland	94601	12:00 - 1:00	60
FM Smith	1969 Park Blvd	Oakland	94606	12:00 - 1:00	60
Franklin Recreation Center	1010 E 15th Street	Oakland	94606	12:00 - 1:00	60
Mosswood Recreation Center	3612 Webster Street	Oakland	94609	12:00 - 1:00	70
Rainbow Recreation Center	5800 East 14th Street	Oakland	94621	12:00 - 1:00	50
Tassafaronga Recreation Center	975 85th Avenue	Oakland	94621	12:00 - 1:00	60
Bushrod Recreation Center	560 59th Street	Oakland	94609	12:00 - 1:00	60
Church of Christ	1300 E. 24th Street	Oakland	94606	12:00 - 1:00	25
Columbia Gardens	9854 Koford Road	Oakland	94603	12:00 - 1:00	35
Defremery Recreation Center	1651 Adeline Street	Oakland	94607	12:00 - 1:00	100
East Oakland Boxing Assoc.	816 98th Avenue	Oakland	94603	12:00 - 1:00	50
East Oakland Youth Development	8200 East 14th Street	Oakland	94612	12:00 - 1:00	100
Golden Gate Recreation Center	1075 62nd Street	Oakland	94608	12:00 - 1:00	30
Lincoln Recreation Center	250 10th Street	Oakland	94607	12:00 - 1:00	200
Manzanita Recreation Center	2701 22nd Avenue	Oakland	94606	12:00 - 1:00	40
M Robinson Baker YMCA	3265 Market Street	Oakland	94608	12:00 - 1:00	90
Poplar Recreation Center	3131 Union Street	Oakland	94608	12:00 - 1:00	25
Oakland Police Activities League	9600 Sunnyside Street	Oakland	94603	12:00 - 1:00	70
Boys & Girls Club - CARR	8530 International Blvd	Oakland	94621	12:00 - 1:00	65
Campfire USA - Kids with Dreams	1145 10th Street	Oakland	94608	12:00 - 1:00	40
Project Transition	9532 Alcalá	Oakland	94603	12:00 - 1:00	25
Emeryville Recreation Center	4300 San Pablo Avenue	Oakland	94608	12:00 - 1:00	90
YMCA Teen Center	5908 Foothill Blvd	Oakland	94605	12:00 - 1:00	40
Centro De Juventud	3209 Galindo Street	Oakland	94601	12:00 - 1:00	20
Mindful Messages	1060 Grand Avenue	Oakland	94621	12:00 - 1:00	30
Hope Six Project	6948 Foothill Blvd	Oakland	94505	12:00 - 1:00	20
Oakland Community Housing	6475 Foothill Blvd	Oakland	94621	12:00 - 1:00	25
True Fellowship BC	9400 International Blvd	Oakland	94603	12:00 - 1:00	20
Campbell Village	800 Willow Street	Oakland	94607	12:00 - 1:00	60
Salvation Army	380 11th Street	Oakland	94607	12:00 - 1:00	200
Native American Health Center	3001 International Blvd	Oakland	94601	12:00 - 1:00	20
Morhl Apartments	741 Filbert Street	Oakland	94607	12:00 - 1:00	40
Carmen Flores Recreation Center	1638 Fruitvale Avenue	Oakland	94601	12:00 - 1:00	50
Miracles of Faith	4335 Virginia	Oakland	94619	12:00 - 1:00	30
San Antonio Recreation Center	1701 East 19th Street	Oakland	94606	12:00 - 1:00	125

ATTACHMENT A

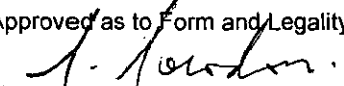
SUMMER FOOD SERVICE PROGRAM SITES 2008

NAME	ADDRESS	CITY	ZIP	SERVICE TIME	ADP
Boys & Girls Club Ana Marie Branch	3300 High Street	Oakland	94619	12:00 - 1:00	100
Girls Incorporated	3000 62nd Avenue	Oakland	94605	12:00 - 1:00	60
Master Seal Baptist Church	10246 MacArthur	Oakland		12:00 - 1:00	20
James Lee Court Apts	690 15th Street	Oakland	94612	12:00 - 1:00	20
Garden Center	666 Bellevue Avenue	Oakland	94610	12:00 - 1:00	50
Oak Center One	1601 Market Street	Oakland	94607	12:00 - 1:00	25
Humanity Hope Incorporated	1051 54th Street	Oakland	94608	12:00 - 1:00	30
Acorn Town center	923 Adeline Street	Oakland	94607	12:00 - 1:00	25
Grace Baptist Church	705 98th Avenue	Oakland	94603	12:00 - 1:00	65
St. Andrews Theological University	2624 West Street	Oakland	94612	12:00 - 1:00	75
Lions Creek Crossing Apartments	881 69th Avenue	Oakland	94621	12:00 - 1:00	30
Family Support Services - High Street	1945 High Street	Oakland	94601	12:00 - 1:00	40
Family Support Services - 12th Street	1188 12th Street	Oakland	94607	12:00 - 1:00	40
Center of Hope Community Church	8425 MacArthur Blvd	Oakland	94605	12:00 - 1:00	70
Downs Memorial Church	6026 Idaho Street	Oakland	94608	12:00 - 1:00	20

FILED
OFFICE OF THE CITY CLERK
OAKLAND

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Approved as to Form and Legality


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 \$210,000 TO PROVIDE FOOD SERVICES FOR THE 2009 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 \$210,000 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 2009; 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 15, 2009 through August 21, 2009; 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 2008-2009 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 his 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 15, 2009 through August 21, 2009 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 his 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 \$210,000 to provide food services; and be it

FURTHER RESOLVED: That the sum of \$548,771 and offsetting revenue shall be appropriated to Department of Agriculture Fund (2102), Year Round Lunch Program Organization (78241), Summer Food Program Service FY 0809 Project (G306010), 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, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, QUAN, REID, AND
PRESIDENT BRUNNER

NOES --

ABSENT -

ABSTENTION -

ATTEST:

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