



AGENDA REPORT

TO: The Honorable City Council

FROM: Jestin D. Johnson
City Administrator

SUBJECT: 2025 Summer Food Service Program

DATE: June 16, 2025

RECOMMENDATION

Staff Recommends That the City Council Adopt A Resolution Authorizing The City Administrator To:

- 1. Accept And Appropriate A Summer Food Service Program (SFSP) Grant From The California Department Of Education (CDE) And The United States Department Of Agriculture (USDA) In An Amount Not To Exceed \$426,870; And**
- 2. Authorizing The City Administrator To Negotiate And Enter Into Professional Services Agreements (PSAs) With Uptons, Inc. (Dba School Foodies) And Flo's Friendly School Lunches, Inc. For Food Services To Support The 2025 SFSP; And**
- 3. Authorizing The City Administrator To Accept And Appropriate Additional SFSP Funding From Any Source That Becomes Available And To Amend The Above PSAs To Increase Amounts Within The 2025 SFSP Term; And**
- 4. Authorizing The City Administrator To Amend And Execute The 2023 SFSP Contract With Flo's Friendly Foods LLC To Increase The Contract Value For A Total Contract Amount Not To Exceed \$350,000; And To Change The Contracting Party To Flo's Friendly School Lunches, Inc.; And**
- 5. Authorize The City Administrator To Amend The 2024 SFSP Contract With Flo's Friendly School Lunches, Inc. To Increase The Contract Value For A Total Contract Not To Exceed Amount Of \$444,000.**

REASON FOR URGENCY

Given the urgent need to finalize both the prior and current contractual and fiscal matters to ensure uninterrupted food service to Oakland youth and to protect the City from operating out of compliance with grant and procurement requirements, staff respectfully request that this item be scheduled directly for City Council consideration at the earliest available meeting.

Failure to act swiftly may result in a disruption of meal services to youth during this year's summer programming, a loss of community trust, delayed reimbursement of federal funds, and significant reputational risk for the City of Oakland.

EXECUTIVE SUMMARY

The City of Oakland has operated the USDA-funded Summer Food Service Program (SFSP) for over three decades to provide free meals to children and youth during the summer months when school is not in session. For the 2025 program year, the City has been awarded grant funds from the USDA through the California Department of Education in the amount of \$426,870.

This report seeks City Council authorization to accept and appropriate these funds and enter into contracts with two vendors—Upton's, Inc. (dba School Foodies) and Flo's Friendly School Lunches, Inc.—who were selected through a competitive solicitation process. Each vendor is proposed to receive an initial contract amount of up to \$213,435 for food preparation and delivery services during the 2025 SFSP term, which runs from May 27, 2025, through August 8, 2025.

In addition, this report seeks authority to modify and execute the unprocessed 2023 SFSP contract with Flo's Friendly Foods LLC to reflect both the business name change to Flo's Friendly School Lunches, Inc., and the final compensation due to the vendor following a reconciliation of services rendered.

BACKGROUND / LEGISLATIVE HISTORY

The City of Oakland has operated the SFSP for thirty-eight years using USDA Title 7 CFR Part 225 funds, administered by the CDE. On January 10, 2025, the City issued a competitive Request for Proposals (RFP) for qualified food vendors to support the 2025 program, and School Foodies and Flo's Friendly School Lunches, Inc. were selected based on responsiveness, past performance, and pricing.

The 2025 SFSP is expected to serve up to 135,000 lunches at more than 45 locations citywide, including libraries, recreation centers, and community partner sites. Attachment A below shows the 48 Distribution sites that were initially signed up to receive lunches.

Table 1: Summer Food Service Program Distribution Sites 2025

Organization Program Name	Service Site Address	Phone Number	Start Date	End Date
Oakland Public Library Sites				
81st Ave. Library	1021 81st Ave.	510-615-5813	6/2/2025	8/1/2025
Main Library	125 14th Street	510-238-3616	6/2/2025	8/1/2025
Cesar Chavez Library	3301 E12st Suite 271	510-535-5621	6/2/2025	8/1/2025
Elmhurst Library	1427 88th Ave.	510-615-5869	6/2/2025	8/1/2025
Melrose Library	4805 Foothill Blvd.	510-535-5641	6/2/2025	8/1/2025
MLK Jr Library	6833 international Blvd.	510-615-5739	6/2/2025	8/1/2025
Eastmont Library	7200 Bancroft Ave.	510-615-5970	6/2/2025	8/1/2025
Oakland Park & Recreation Sites				
Allendale	3711 Suter Street	510-535-5635	6/9/2025	8/1/2025
Arroyo Viejo	7701 Krause Ave.	510-615-5755	6/9/2025	8/1/2025
Brookdale	2535 High Street	510-535-5632	6/9/2025	8/1/2025
Bushrod	560 59th Street	510-597-5031	6/9/2025	8/1/2025
Carmen Flores	1637 Fruitvale Ave.	510-535-5631	6/9/2025	8/1/2025
Dimond	3860 Hanly Road	510-482-7831	6/16/2025	8/1/2025
DeFremery	1651 Adeline Street	510-238-7739	6/9/2025	8/1/2025
FM Smith	1969 Park Blvd.	510-238-7742	6/9/2025	8/1/2025
Franklin	1010 E15th Street	510-238-7741	6/9/2025	8/1/2025
Golden Gate	1075 62nd Street	510-597-5032	6/9/2025	8/1/2025
Ira Jenkins Center	9175 Edes Ave.	510-615-5959	6/9/2025	8/1/2025
Lincoln Square	250 10th Street	510-238-7738	6/9/2025	8/1/2025
Manzanita	2701 22nd Ave.	510-535-5625	6/9/2025	8/1/2025
Montclair	6300 Moraga Ave.	510-482-7812	6/9/2025	8/1/2025
Mosswood	3612 Webster Street	510-597-5038	6/9/2025	8/1/2025
Rainbow	5800 International Blvd.	510-615-5751	6/9/2025	8/1/2025
Redwood Heights	3883 Aliso Ave.	510-482-7827	6/9/2025	8/1/2025
Tassafroga	975 85th Ave.	510-615-5764	6/9/2025	8/1/2025
Studio One	365 45th Street	510-597-5027	6/9/2025	8/1/2025
Willie Keyes	3131 Union Street	510-597-5042	6/9/2025	8/1/2025

Oakland Community & School Sites				
Acorn Apartment	1143 10th Street	510-292-6976	6/2/2025	8/1/2025
Cathedral Gardens EAH Housing	638 21st Street	510-230-2803	6/17/2025	8/1/2025
Chinese Presbyterian Church	265 8th Street	510-915-6261	6/16/2025	7/31/2025
City Towers	1050 7th Street	415-724-0076	6/9/2025	8/1/2025
Cornerstone Christian Academy	3535 38th Ave.	510-967-3019	6/9/2025	8/1/2025
East Oakland Boxing Association	816 98th Ave.	669-282-2170	6/2/2025	7/31/2025
East Oakland Collective	7800 MacArthur Blvd.	510-850-9486	6/3/2025	8/7/2025
Estrella Vista	3706 San Pablo Ave.	510-918-9121	6/17/2025	8/1/2025
Family Support Services	1188 12th Street	510-289-1139	6/17/2025	7/24/2025
Girls Inc	3000 62nd Ave.	510-357-5515	6/23/2025	7/18/2025
Girls Inc (downtown)	510 16th Street	510-357-5515	6/23/2025	7/18/2025
Hidden Genius Project	1441 Franklin Street	415-757-8819	6/9/2025	8/1/2025
Parks Chapel AME	476 34th Street	510-304-7931	6/9/2025	8/8/2025
Peralta Hacienda	2488 Coolidge Ave.	510-584-6233	6/9/2025	8/1/2025
Shoong Family Chinese Cultural Center	316 9th Street	510-816-5039	6/9/2025	7/25/2025
Trybe (Clinton Park)	655 International Blvd.	510-684-2639	6/10/2025	7/31/2025
Trybe (San Antonio Park)	1701 E 19th Street	510-388-9253	6/10/2025	7/31/2025
Vite Studios	730 29th Street #201	415-571-1295	6/2/2025	8/1/2025
Yonus Davis	960 10th Street	404-825-1569	6/2/2025	8/8/2025
Youth Uprising	8711 MacArthur Blvd.	510-759-8003	6/2/2025	8/1/2025
Kittie Lam Tutoring	386 12th Street	510-459-887	6/3/2025	8/1/2025

The grant award of \$426,870 will be used to fund all program components, including vendor contracts, compliance monitoring, reporting, and logistics.

ANALYSIS AND POLICY ALTERNATIVES

The City of Oakland has a long-standing history of operating the Summer Food Service Program (SFSP) to address food insecurity among children and youth during the summer months. The proposed action continues this essential service by authorizing the acceptance of federal and state funds and contracting with two qualified food vendors to provide meals for the 2025 program.

Following the release of a competitive RFP on January 10, 2025, staff recommends contracting with both School Foodies and Flo's Friendly School Lunches, Inc. Utilizing two vendors allows for

more efficient logistics, reduced risk of service disruption, and better responsiveness to site-specific needs. Limiting the program to a single vendor, while administratively simpler, would concentrate operational risk and reduce capacity to pivot in response to delivery or supply chain challenges.

Declining to accept the grant funds or forgoing vendor contracts entirely would result in the elimination of the SFSP for 2025, leaving thousands of Oakland children without reliable access to nutritious meals during the summer. This would undermine the City's equity goals and negatively impact public health outcomes for vulnerable youth populations.

Flo's Friendly Foods 2023 and 2024 Contract Adjustments

In 2023, Flo's Friendly Foods LLC was awarded a contract under [Resolution No. 89914 C.M.S.](#) for a not-to-exceed amount of \$229,600 to provide meals for the SFSP. However, the 2023 contract was never completed. Following the program's completion, staff conducted a reconciliation of meal counts, invoices, and delivery records. It was determined that the vendor provided significantly more meals than originally anticipated due to a combination of high program demand and expansion of service sites.

As a result, the vendor's total deliverables and associated costs reached nearly \$350,000. Thus, the current contract amount is insufficient to fully compensate the vendor for services rendered. Modifying and executing the 2023 contract authority to a not-to-exceed amount of \$350,000 will allow the City to fulfill its financial obligation, remain compliant with procurement standards, and maintain vendor relationships essential to the success of future programs.

In 2024, Flo's Friendly School Lunches, Inc. was one of 3 vendors selected through a competitive Request for Proposals (RFP) process to provide meals for the Summer Food Program and was awarded a contract under [Resolution No. 90130 C.M.S.](#) for a not-to-exceed amount of \$253,750. Multiple challenges occurred with one of the vendors not being able to fulfill the meal deliveries to sites assigned to them. Flo's Friendly School Lunches, Inc. stepped in and provided the meal deliveries to those city locations, including libraries, recreation centers, and community sites.

Following the program's completion, staff conducted a reconciliation of meal counts, invoices, and delivery records. It was determined that the vendor provided significantly more meals than originally anticipated due to one vendor's fulfillment difficulties, the positive program response from the community demand, and the increased service sites.

As a result, the vendor's total deliverables and associated costs reached nearly \$444,000. Thus, the current contract amount is insufficient to fully compensate the vendor for the invaluable services rendered to the community. Amending the 2024 contract to a not-to-exceed amount of \$440,000 will allow the City to fulfill its financial obligation, remain compliant with procurement standards, and maintain vendor relationships essential to the success of this year's program. Failure to authorize the amendments may expose the City to reputational and legal risks and jeopardize vendor willingness to participate in this year's and future SFSP efforts. This action aligns with the City's values of equity, fiscal responsibility, and honoring service contracts in good faith.

In the future, program staff will explore alternative strategies such as vendor backup agreements, pre-season capacity testing, and stricter compliance monitoring to prevent over-reliance on a single provider. However, without Flo's responsiveness and flexibility in both 2023 and 2024, a substantial number of youth and families would have gone without consistent summer meal access.

The following **Citywide priorities** are supported by this work:

1. **Holistic community safety**
2. **Housing, economic, and cultural security**

FISCAL IMPACT

Adoption of this proposed resolution will authorize the City Administrator to negotiate and execute a professional services agreement with Flo's Friendly School Lunches, Inc. and, Upton's Inc. (DBA School Foodies) to provide meal services to support the 2025 Summer Food Service Program in an amount not to exceed \$213,435, respectively. Funding for the 2025 SFSP will be provided by the USDA through the California Department of Education in an amount not to exceed \$426,870. **Table 2** below shows the vendors and funding sources for the 2025 Food Service program. **Table 3** and **Table 4** shows the vendor and funding source that need to be amended for both the 2023 Summer Food Service Program and 2024 Summer Food Service Program respectively.

Funding for the proposed and amended contracts is available in the following funding sources:

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Table 2: 2025 Summer Food Service Program Funding Sources

Vendor	Fund	Org	Project	Account	Program	Amount
Upton's Inc. (DBA School Foodies)	2102 – Department of Agriculture	78241 – Year Round Lunch Program	1006933 – HSD Summer Food FY25	54912 – Third Party Grant Contracts	YS13 - Strengthening Children, Youth & Families	\$213,435
Flo's Friendly School Lunches, Inc.	2102 – Department of Agriculture	78241 – Year Round Lunch Program	1006933 – HSD Summer Food FY25	54912 – Third Party Grant Contracts	YS13 - Strengthening Children, Youth & Families	\$213,435
2025 Summer Food Service Program Total						\$426,870

The proposed resolution amends the FY 2022-23 professional services agreement with Flo's Friendly School Lunches, Inc. from \$229,600 to \$350,000, which results in a \$120,400 contract increase. At the time of contract execution, the full contract amount will be fully encumbered.

Table 3: Amended 2023 Summer Food Service Program Funding Sources

Vendor	Fund	Org	Project	Account	Program	Amount
Flo's Friendly School Lunches, Inc. (Formerly Flo's Friendly Foods LLC)	1030 – Measure HH (SSBDT)	02111 – City Administrati on	1007373 – Summer Food Service Programs	54930 – Services: Professional	SC22 – Fostering Safe and Healthy Communities	\$350,000
2023 Amended Summer Food Service Program Total						\$350,000

The proposed resolution amends the FY 2023-24 professional services agreement with Flo's Friendly School Lunches, Inc. from \$253,750 to \$444,000, which results in a \$190,250 contract increase. Staff have currently encumbered \$253,750 in funding for this contract and will fully encumber the additional \$190,250 needed to satisfy this contract.

Table 4: Amended 2024 Summer Food Service Program Funding Sources

Vendor	Fund	Org	Project	Account	Program	Amount
Flo's Friendly School Lunches, Inc. (Formerly Flo's Friendly Foods LLC)	1030 – Measure HH (SSBDT)	02111 – City Administration	1007373 – Summer Food Service Programs	54930 – Services: Professional	SC22 – Fostering Safe and Healthy Communities	\$444,000
2024 Amended Summer Food Service Program Total						\$444,000

There is no impact or request to use General Purpose Funding.

PUBLIC OUTREACH / INTEREST

No additional public outreach was required beyond the competitive solicitation process for vendor selection. The 2025 SFSP will be promoted via the City of Oakland platforms, libraries, recreation centers, and partner organizations.

COORDINATION

This report and resolution were prepared in coordination with the Human Services Department, and the City Attorney's Office.

SUSTAINABLE OPPORTUNITIES

Economic: This program provides short-term seasonal employment opportunities and supports local food vendors and small businesses.

Environmental: Food vendors are encouraged to use recyclable or compostable packaging materials.

Race & Equity: The SFSP program requires chosen food vendors to provide a summer menu with food that has variety, food appeal, and good taste to ensure that meals are well received and consumed by children under the age of 18 residing in the Oakland community. The meals provided must also be culturally diverse and unitized so everyone receives the same portion size and meal quality. This ensures equitable access to nutritious meals for children in lower income neighborhoods during summer months when school meals are unavailable.


ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That the City Council Adopt A Resolution Authorizing The City Administrator To:

- 1. Accept And Appropriate A Summer Food Service Program (SFSP) Grant From The California Department Of Education (CDE) And The United States Department Of Agriculture (USDA) In An Amount Not To Exceed \$426,870; And**
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For questions regarding this report, please contact DWIGHT WILLIAMS, AC-OCAP HUMAN SERVICES MANAGER at (510) 238-6131.

Respectfully submitted,


Jestin Johnson (Jun 18, 2025 10:28 PDT)

Jestin D. Johnson
City Administrator

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Alameda County – Oakland Community Action
Partnership

City Council
July 1, 2025

Attachments (1):

Attachment A – SFSP Distribution Sites 2025