



AGENDA MEMORANDUM

Future Item for the City Council Meeting of January 28, 2014
Action Item for the City Council Meeting of February 11, 2014

DATE: January 28, 2014
TO: Ronald L. Olson, City Manager
FROM: Michael Barrera, Assistant Director of Financial Services
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Food Items

CAPTION:

Motion approving supply agreements with the following companies for the following amounts in accordance with the Coastal Bend Council of Governments Bid Invitation No. CBCOG-14-1 for food items which include canned and frozen fruit and vegetables; meats and condiments, for an estimated six month expenditure of \$174,679.54. The terms of the contracts shall be for six months with options to extend for up to three additional months, subject to the approval of the Coastal Bend Council of Governments, the suppliers, and the City Manager or designee. Funds are available through the Meals on Wheels Grant.

LaBatt Food Service
Corpus Christi, Texas
132 Line Items
\$59,972.75

Performance Food Group
Victoria, Texas
123 Line Items
\$114,706.79

Grand Total: \$174,679.54

PURPOSE:

These food items will be used by Senior Community Services for the Elderly Nutrition Program. The food is prepared at the Senior Community Service Kitchen and served at the Senior Citizen Centers and also delivered to households throughout the City. Approximately 122,989 meals will be prepared and served over the six month contract period.

BACKGROUND AND FINDINGS:

Each year the City receives funds from State and Federal grants. Several grants are structured to support the elderly in the community.

This award is a cooperative effort between the City of Corpus Christi and the following members of the Coastal Bend Council of Governments; Community Action Corporation of South Texas, Nueces County Senior Community Services, Refugio County Elderly Services, City of Corpus Christi, Bee Community Action Agency, Aransas Council of Aging, Kleberg County Human Services, Duval County Elderly Program, and Live Oak County Elderly Program.

ALTERNATIVES:

The bids submitted by LaBatt Food Service and Performance Food Group meet all of the City’s bid requirements.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This supply agreement conforms to the City’s purchasing policies and procedures and Texas State procurement laws.

EMERGENCY / NON-EMERGENCY:

Non-Emergency.

DEPARTMENTAL CLEARANCES:

Park and Recreation

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

| Fiscal Year: 2013-2014 | Project to Date Expenditures (CIP only) | Current Year | Future Years | TOTALS |
|-------------------------------|--|---------------------|---------------------|---------------|
| Line Item Budget | | \$400,000.00 | | \$400,000.00 |
| Encumbered / Expended Amount | | \$70,054.52 | | \$70,054.52 |
| This item | | \$174,679.54 | | \$174,679.54 |
| BALANCE | | \$155,265.94 | | \$155,265.94 |

Fund(s): Park and Recreation Grants.

Comments: Not Applicable.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Award Summary attached.