



AGENDA MEMORANDUM

Action Item for the City Council Meeting December 14, 2021

DATE: December 14, 2021

TO: Peter Zanoni, City Manager

FROM: Dante Gonzalez, Interim Director of Parks and Recreation
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Meal Delivery Service for Parks and Recreation

CAPTION:

Motion authorizing a three-year service agreement with Russell James, dba R & R Delivery Service, for the Elderly Nutrition Program - Home Delivered Meals in an amount not to exceed \$668,250.00, with FY 2022 funding in an approximate amount of \$167,062.50 available in the Elderly Nutrition Program Grant Fund.

SUMMARY:

The Elderly Nutrition Program is administered by the Elderly Nutrition Services Program, a division of the Parks and Recreation Department. The meal delivery service agreement for the Elderly Nutrition Program – Home Delivered Meals will be for three years ending in September 2024.

BACKGROUND AND FINDINGS:

Meal Delivery Services supports the Parks and Recreation Department's Senior Community Services. This service agreement provides Senior Community Services with the home delivery of approximately 600 meals daily to recipients of the Elderly Nutrition Program Grant and the Title XX and Title XIX Meals on Wheels Program.

The Elderly Nutrition Program has been in effect since the early 1970s and delivers meals City-wide within City limits from Monday through Friday.

The full contract value for the prior contract was \$714,387.13 for 38-month contract term and reflected a meal delivery rate of \$1.58 per meal. The new proposed three-year service agreement

full contract value is \$668,250.00. This reflects a decrease due to the removal of the Summer Feeding Program in 2019. The Summer Feeding Program was a program that provided summer lunch for children 0-18 years of age. The Summer Feeding Program stopped due to the Corpus Christi Independent School District expanding their summer feeding program. The new proposed three-year service agreement will cost approximately \$1.60 per meal to deliver.

PROCUREMENT DETAIL:

Procurement conducted a competitive Request for Bid process to obtain bids for new long-term contracts. The City received a single response to the Request for Bid from R & R Delivery Service. The previous contract was also with R & R Delivery.

ALTERNATIVES:

The alternative would be to deny the single response to the Request for Bid. However, doing so would prevent the City's ability to provide home delivered meals to seniors.

FISCAL IMPACT:

Expenditures will total at a prorated amount of \$167,062.50 for FY22, \$250,593.75 for FY23, and \$250,593.75 for FY 24.

FUNDING DETAIL:

Fund:	1067 (Parks & Rec Grants)
Organization/Activity:	810822F (Elderly Nutrition Program)
Mission Element:	142 (Provide recreational, social and cultural programs and activities)
Project # (CIP Only):	N/A
Account:	530000

RECOMMENDATION:

Staff recommends approval of this motion authorizing a three-year service agreement with Russell James, dba R & R Delivery Service, as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Bid Tabulation
Presentation