



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of March 21, 2017  
Action Item for the City Council Meeting of March 28, 2017

---

**DATE:** March 21, 2017

**TO:** Margie C. Rose, City Manager

**FROM:** E. Jay Ellington, Director of Parks and Recreation Department  
[JayEll@cctexas.com](mailto:JayEll@cctexas.com)  
(361) 826-3464

Kim Baker, Assistant Director of Financial Services-Purchasing Division  
[KimB2@cctexas.com](mailto:KimB2@cctexas.com)  
(361) 826-3169

<b>Food Program Purchase</b>
------------------------------

**CAPTION:**

Resolution authorizing the City Manager to execute all documents necessary to purchase up to \$191,360.00 in food supplies for the City Senior Center Meals Program through the Coastal Bend Council of Governments (CBCOG) participation in the TEXAS 20 Purchasing Cooperative as organized and administered by the Education Service Center, Region 20; and ratifying the purchase of food supplies for the said program in January-February 2017 through the CBCOG participation in the TEXAS 20 Purchasing Cooperative in the amount of \$46,898.11 from Labatt Food Services and \$9,352.13 from Hill Country Dairies.

**PURPOSE:**

Allowing the use of the CBCOG's Agreement with Texas 20 a Purchasing Cooperative that is under Region 20 of the Education Service Center gives staff maximum reach for products and services that are needed to keep various programs and services supported across the City, including but not limited to providing food for the seniors and the Senior Centers and for the summer youth programs.

**BACKGROUND AND FINDINGS:**

Currently the Food Services are being provided through an Agreement with the Coastal Bend Council of Governments through use of their Inter-Local Agreement with the Texas 20 Cooperative. Staff are utilizing this agreement to provide food and realized that the amount of food being provided under various programs was reaching a level requiring Council approval; staff needs to continue to provide these services and requests the continued use of this agreement with CBCOG to do so.

Texas 20 has identified two vendors that are currently meeting the needs of the Senior Centers, Labatt Food Service provides the majority of the foods at an estimated six month expenditure of \$155,742.00 and Hill Country Dairies provides the milk products at an

estimated six month expenditure of \$35,618.00 for a total estimated six month expenditure of \$191,360.00. Texas 20 will rebid this Service periodically and therefore staff cannot determine which companies will have the bids for the following program term, but is requesting to continue this arrangement with Texas 20 at an expenditure not to exceed \$191,360.00 for 2017 fiscal year and contract with the companies that are selected to provide the food for the following year.

**ALTERNATIVES:**

Providing Food Services is challenging as a number of local suppliers do not accept Purchase Orders and do not offer the discounts that can be obtained through these types of Purchasing Cooperatives, therefore staff considers use of the Cooperatives as the best option for the City.

**OTHER CONSIDERATIONS:**

No other product available.

**CONFORMITY TO CITY POLICY:**

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement as allowed by Texas Government Code Article 791.011 Inter-Local Cooperation Act as amended.

**EMERGENCY / NON-EMERGENCY:**

Non-emergency.

**DEPARTMENTAL CLEARANCES:**

Parks and Recreation

**FINANCIAL IMPACT:**

X Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2016-2017</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$392,000.00	\$0.00	\$392,000.00
Encumbered / Expended Amount	\$115,104.00		\$115,104.00
This item	\$191,360.00	\$0.00	\$191,360.00
BALANCE	\$85,536.00	\$0.00	\$85,536.00

Fund(s): Park Grants Fund 1067

**Comments:** The \$191,360.00 financial impact shown above represents six months of expenditures that will be encumbered through the end of this fiscal year. Funding for this item is through a grant provided by Area Agency on Aging of the Costal Bend for the Elderly Nutrition Program and grants from the Texas Department of Agriculture for the Summer Food Service Program, and Texan's Feeding Texans program appropriated under Ordinance 030818 approved April 16, 2016.

**RECOMMENDATION:**

Staff recommends approval of the resolution as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Resolution