



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of September 25, 2018  
Action Item for the City Council Meeting of October 9, 2018

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**DATE:** September 14, 2018

**TO:** Keith Selman, Interim City Manager

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

<b>Food Program Purchase</b>
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**CAPTION:**

Resolution authorizing the purchase up to \$421,000.00 in food supplies for the senior and summer youth feeding programs through the Coastal Bend Council of Governments' ("CBCOG") participation in the TEXAS20 Purchasing Cooperative as organized and administered by the Education Service Center, Region 20.

**PURPOSE:**

To continue allowing the use of the CBCOG's Agreement with the TEXAS20, 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 Meals on Wheels Program, Senior Centers and the Summer Youth Feeding Program, which are all grant funded.

**BACKGROUND AND FINDINGS:**

The TEXAS20 Purchasing Cooperative has identified two vendors that are currently meeting the needs of the feeding programs, Labatt Food Service provides the majority of the foods at an estimated expenditure of \$344,000.00 and Hill Country Dairies provides the milk products at an estimated \$77,000.00 for a total estimated annual expenditure of \$421,000.00. TEXAS20 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 the TEXAS20 at an expenditure not to exceed \$421,000.00 for the 2018-2019 fiscal 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: 2018-2019</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$0.00	\$0.00	\$0.00
Encumbered / Expended Amount	\$0.00	\$0.00	\$0.00
This item	\$410,000.00	\$0.00	\$410,000.00
BALANCE	\$410,000.00	\$0.00	\$410,000.00

Fund(s): Park Grants Fund 1067

**Comments:** The funding for the above is provided by the Elderly Nutrition Program Grant and Summer Food Program Grant.

**RECOMMENDATION:**

Staff recommends approval of the resolution as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Resolution

Purchasing Agreement