

AGENDA



Thursday, June 5, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 40

Subject: Authorize execution of a 36-month requirements service contract with MEALS ON WHEELS AND MORE INC., Austin, TX to supply summer meals and senior congregate meals in an estimated amount not exceed \$1,886,250, with three 12-month extension options in an estimated amount not to exceed \$628,750 per extension option, for total estimated contract amount not to exceed \$3,772,500.

Amount and Source of Funding: Funding in the amount of \$393,798 is available in the Fiscal Year 2007-2008 Special Revenue Fund of the Parks and Recreation Department through Federal grants from the U.S. Department of Agriculture and Texas Department of Health and Human Services. Funding in the amount of \$341,293, which includes a required local match of \$27,049 is available in the Fiscal Year 2007-2008 Operating Budget of the Parks and Recreation Department. Funding for the remaining 32 months is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Cruz Banda, Buyer II/974-2133

Purchasing Language: Sole bid received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No Subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract will provide for the preparation of meals and beverages for the Summer Food Service Program and the Senior Congregate Meals Program for the Parks and Recreation Department (PARD). The Summer Food Service Program is funded through United States Department of Agriculture (USDA) and Texas Department of Health and Human Services. The Senior Congregate Meals Program is funded through the USDA's "Older Americans Act".

Monday through Friday, lunches are provided through the Summer Meals Program to all children ages 1-18 years of age at various PARD sites throughout the City of Austin. The hot nutritious lunch meals are provided through the Senior Congregate Meals Program five days a week to citizens 60 years of age and older, in the City of Austin and Travis County area. There are 18 senior nutrition sites where these meals are delivered and served. Thirteen sites are within the city limits of Austin and five are in the Travis County rural area.

MBE/WBE solicited: 11/11 MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Sole Bid. The Summer Meal and Senior Congregate Meals Programs have been solicited two times in the past 10 years. Meals on Wheels and More has been the only proposer each time.
- b. Eighty-six notices were sent, including 11 MBEs and 11 WBEs. One bid was received, with no response from the MBE/WBEs.
- c. The pricing offered represents a 17% increase to the last contract award in May 2005. This increase can be attributed to rise in transportation costs.

APPROVAL JUSTIFICATION

- a. Sole bid received. Meals on Wheels and More is the current provider of these services.
- b. The Purchasing Office concurs with the Park and Recreation Department's recommended award.
- c. Advertised in the Austin American-Statesman and the Internet.