



SENIOR LUNCH SOCIAL
HEALTH & WELLNESS

RECREATIONAL ACTIVITIES
INTERGENERATIONAL GARDEN

Taja D. Beekley, Culture & Arts Education Manager

November 10, 2015

Presentation Overview

1. Senior Meal Program

- Background
- History

2. Solicitation for Catering Services

- Goals & Objectives
- Major Elements
- Timeline
- Next Steps
- Evaluation
- Team Members



Senior Meal Program - Background

- **Mission/Purpose**

- Designed to address the intergenerational wellness and educational needs of Austin residents with particular focus on underserved Asian American community members age 60 and above
- Connected to PARD/AARC's mission to enhance Quality of Life

- **Current Status**

- Asian-inspired menu
- Vegetarian and non-vegetarian options
- Operate 48 weeks of the year
- Tuesdays, Wednesdays and Thursdays
- 40 meals per day
- 5,682 meals served in FY 2015



Senior Meal Program – History

- **October 2014:** Council allocated funding for new program
- **Winter 2014:** Community engagement and program development
- **Spring 2014:** Issued first solicitation; contracted with one vendor (restaurant)
- **June 2014:** Launched program
- **Fall 2014:** Issued a second solicitation; contracted with two vendors (restaurant and catering company)



Solicitation – Goals & Objectives

1. Create a more efficient program

- Use on-site commercial kitchen
- Offer buffet-style food service

2. Create a more sustainable program

- Two-year contract term with three one-year extensions
- Contract with multiple vendors

3. Expand the program

- Increase service from three days per week to four (Mondays)
- Increase the number of meals served (up to 80 per day)
- Increase the variety of foods served

Solicitation – Major Elements

- **Contractor Responsibilities:**

- Develop monthly menu for City approval
- Purchase food items and ingredients
- Provide adequate staffing to prepare and serve meals
- Maintain inventory and clean facility

- **City Responsibilities:**

- Provide commercial kitchen and dining amenities
- Provide equipment, cleaning supplies, cooking and serving utensils

- **Standard Operating Procedures**

- Recordkeeping
- Zero Waste Measures

- **Dietary Guidelines**



Solicitation – Timeline & Next Steps

- **June - September 2015:** Developed Scope of Work
- **October 2015:** Incorporated feedback from Asian American Quality of Life Commission's Work Group
- **November 2015:** Issue third solicitation (4 weeks); host pre-bid meeting
- **December 2015:** Close solicitation; evaluation team selects vendor(s); commercial kitchen renovation begins
- **January 2016:** Presentation to Parks & Recreation Board and Asian American Quality of Life Commission
- **February 2016:** City Council Award Action
- **March 2016:** Kitchen construction complete; new contract starts

Solicitation – Evaluation

- **Criteria:**

- Cost
- Menu Options
- Experience & Qualifications
- Restaurant Inspection Scores
- Local Business Presence

- **Team:**

- Laura Esparza, Division Manager
- Taja Beekley, Facility Manager
- Hanna Huang, Education Specialist
- Rani Arni, Recreation Programs Specialist



Contact Information

Asian American Resource Center

Taja D. Beekley, Culture & Arts Education Manager

Taja.Beekley@austintexas.gov

(512) 974-1694

Museum & Cultural Programs

Laura Esparza, Division Manager

Laura.Esparza@austintexas.gov

(512) 974-4001

Parks & Recreation Department

Idella Wilson, Contract Administrator

Idella.Wilson@austintexas.gov

(512) 974-6718

