



Office of the City Manager

RECESS ITEM
CONSENT CALENDAR
May 7, 2024

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Scott Ferris, Director, Parks Recreation & Waterfront

Subject: Contract: School Foodies for Summer Food Service Program

RECOMMENDATION

Adopt a Resolution ratifying the action taken by the City Manager during recess authorizing the City Manager to execute a one (1) year contract and any amendments with School Foodies to provide lunches and afternoon snacks to Berkeley youth for the City's Summer Food Service Program for a total amount not to exceed \$95,000, for the period of June 1, 2024 through May 31, 2025, with up to four (4) additional one-year extensions not to exceed \$95,000 each year, contingent upon the availability of State funding, for a total contract amount not to exceed \$475,000.

NEGATIVE EFFECT IF ACTION IS DELAYED UNTIL AFTER COUNCIL RECESS

The City must submit the annual Summer Food Service Program application for reimbursement to the State of California no later than May 10, 2024. Awarding a contract for this essential program as soon as possible in March 2024 will allow enough time for the City to execute a new contract with School Foodies in time to meet the State application deadline.

FISCAL IMPACTS OF RECOMMENDATION

Funds for the Summer Food Service Program (SFSP) are provided via a grant from the California Department of Education (CDE). The City will purchase food from School Foodies, using budgeted funds from Youth Lunch Fund (account code 319-52-543-570-1004-000-461-644110-). The City will then request reimbursement from the CDE, and deposit revenues into Youth Lunch revenue code 319-52-543-570-1004-000-000-431810-. The amount of actual expenditures will vary from year to year depending on number of youth enrolled in the summer lunch program. First year funding is available in the FY24 budget; and future years will be budgeted at the same level.

CURRENT SITUATION AND ITS EFFECTS

The City's annual Summer Food Service Program begins on June 10, 2024 and will provide approximately 400 free lunches and snacks per day to low-income youth for a nine-week period. A contract to provide these services must be in place in order for the City to submit

Contract: School Foodies for Summer Food Service Program

RECESS ITEM
CONSENT CALENDAR
May 7, 2024

its annual application for reimbursement to the California Department of Education Nutrition Services Division Summer Food Service Program, which is due no later than May 10th. The City released a Request for Proposal (RFP) (Specification No. 24-11637-C) on January 25, 2024 and one (1) proposal was submitted on February 29, 2024. Staff determined that the proposal from Upton Inc. DBA School Foodies fully met the criteria contained in the RFP, and the meal rates charged by School Foodies are in compliance with the California Department of Education 2024 Reimbursement Rate. Staff recommends that Council authorize a contract with School Foodies to provide these services.

BACKGROUND

For the past 45 years, the City of Berkeley has sponsored the Summer Food Service Program, administered for the past 20 years by the California Department of Education Nutrition Services Division. The Parks Recreation & Waterfront Department expects to contract in FY 2024 – FY 2025 for approximately 400 lunches and snacks per day during a 10-week summer program. The CDE reimburses the City for the cost of administering the program and preparing and delivering lunches and snacks through a Permanent Agreement with the City of Berkeley authorized by City Council on April 22, 2008 (Resolution No. 64,027-N.S.).

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

School Foodies, Inc. is a local food services provider in Hayward, CA that complies with the City's Food Nutrition policy (Resolution No. 61,272-N.S., September 25, 2001) that strives to achieve the following goals: ensure that the food served in City programs shall, within the fiscal resources available; be nutritious, fresh, and reflective of Berkeley's cultural diversity; be from regionally grown or processed sources to the maximum extent possible; be organic (as defined by the United States Department of Agriculture (USDA) National Organic Program regulations) to the maximum extent possible; and not come from sources that utilize excessive antibiotics, bovine growth hormones, irradiation, or transgenic modification of organisms until such time as the practice is proven to enhance the local food system¹

RATIONALE FOR RECOMMENDATION

The City of Berkeley Parks Recreation and Waterfront Department does not have facilities to prepare snacks and meals that would comply with the United States Department of Agriculture guidelines. School Foodies received the highest score based on the selection criteria per the RFP, they received excellent references, their food was packaged correctly, and their cost was reasonable. School Foodies will provide prepared lunch and snacks that follow the CDE nutritional requirements, and therefore staff recommend approval of a contract for the Summer Food Service Program.

Alternative Actions Considered

None

CONTACT PERSON

Scott Ferris, Director, Parks, Recreation & Waterfront Department, 981-6700
Stephanie Chu, Recreation & Youth Services Manager, 981-6707

Contract: School Foodies for Summer Food Service Program

RECESS ITEM
CONSENT CALENDAR
May 7, 2024

Ginsi Bryant, Recreation Program Supervisor, 981-6678
Justin Pitcher, Recreation Program Supervisor, 981-5123

Attachments:
1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT: SCHOOL FOODIES FOR SUMMER FOOD SERVICE PROGRAM

WHEREAS, the City of Berkeley has sponsored the Summer Food Service Program for the past forty-five years; and

WHEREAS, the State of California Department of Education Nutrition Services Division Summer Food Service Program reimburses the City for the cost of preparing and delivering lunches and snacks for the summer lunch program through a Permanent Agreement with the City of Berkeley authorized by City Council on April 22, 2008 (Resolution No. 64,027-N.S.); and

WHEREAS, a contract with a vendor to provide these services must be in place in order for the City to submit its annual application for reimbursement to the California Department of Education Nutrition Services Division Summer Food Service Program in the Spring and; and

WHEREAS, a Request for Proposal (Specification No. 24-11637-C) was released on January 25, 2024 and one (1) proposal was submitted on February 29, 2024; and

WHEREAS, the proposal from School Foodies was determined to best meet the criteria contained in the RFP; and

WHEREAS, the meal rates submitted by School Foodies are in compliance with the California Department of Education 2024 Reimbursement Rate; and

WHEREAS, FY24 funds are available in the Youth Lunch Fund (fund 319), and future years will be budgeted at the same level.

NOW THEREFORE BE IT RESOLVED by the Council of the City of Berkeley that the Council ratifies the action taken by the City Manager during recess to execute a one-year contract and any amendments with Upton Inc. DBA School Foodies to provide lunches and afternoon snacks to Berkeley youth for the City's Summer Food Service Program for a total amount not to exceed \$90,000, for the period of June 1, 2024 through May 31, 2025, with options to execute up to four (4) additional one-year extensions not to exceed \$95,000 each year, contingent upon the availability of State funding, for a total contract amount not to exceed \$475,000. A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.