

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 7/11/05		Item Number: _____	
AGENDA ITEM: Authorization to enter into a Food Service Contract with Morrison Healthcare Food Services, Inc., for Each of the Fiscal Years 2004-2005 and 2005-2006 for the Culver City Senior Nutrition Program			
Contact Person/Dept.: Roxana Tabibi		Phone Number: (310) 253-6712	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☐	
Public Notification: Master Notification List			
Department Approval: William La Pointe		CAO Approval:	
City Controller Approval:			
<u>RECOMMENDATION:</u> That the City Council authorize entering into a food service contract with Morrison Healthcare Food Services, Inc. for each of the fiscal years 2004-2005 and 2005-2006. <u>BACKGROUND:</u> Each year, the City of Culver City receives grant funds from the Los Angeles County Area Agency on Aging ("LACAAA") through the Older Americans Act to fund a Senior Nutrition Program. . These grant funds are used to contract with a caterer to provide meals for seniors throughout the week at the Senior Center and at Roxbury Park. The meals must conform to the delivery and nutritional requirements of LACAAA. LACAAA also requires that every three to four years, the City enter into the competitive award process for the meal provider's contract. On March 10, 2003, the City Council authorized the Parks, Recreation and Community Services Department to request bids from caterers to supply meals to the Senior Nutrition Program for the three-year period beginning July 1, 2003. A list of 16 approved caterers was obtained from LACAAA. Bids were opened on June 19, 2003. The City received two competing bids that met all of the bid requirements. The bids were evaluated on the basis of five criteria by the Nutrition Director and the Nutrition Advisory Council of the Culver City Senior Center. On July 28, 2003, the City Council awarded the contract to Morrison Healthcare Food Services Inc. ("Morrison") and authorized staff to enter into an agreement with them for fiscal year 2003-2004.			

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DISCUSSION:

Morrison has been providing meals to the Culver City Senior Center since 1990. During this time, we have experienced a high degree of professional management and food quality from this provider. Both Culver City and LACAAA staff regard Morrison as one of the best caterers available for senior nutrition programs.

In their June 19, 2003 proposal, Morrison agreed to provide between 125-350 meals per day at the price per meal of \$2.65 during fiscal year 2003-2004. Morrison has continued to provide meals for this same price during fiscal year 2004-2005. The price per meal will increase to \$2.73 for the new fiscal year 2005-2006.

During the grant process for fiscal year 2005-2006, staff determined that a contract for fiscal year 2004-2005 was not executed. It appears this was due to numerous staff changes and vacancies in this department at that time. As a result, staff is requesting that the Council authorize a contract for the 2004-2005 fiscal year to be retroactive to July 1, 2004. In addition, the new contract for the 2005-2006 fiscal year will be effective July 1, 2005.

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FISCAL ANALYSIS:

This entire program is 100% grant funded through the Older Americans Act and has no fiscal impact on the General Fund.

ATTACHMENTS:

Meal rate proposal from Morrison

MOTION:

That the City Council:

1. Authorize staff to enter into a contract with Morrison Healthcare Food Services, Inc., for each of the fiscal years 2004-2005 and 2005-2006 to provide food services for the Culver City Senior Nutrition Program;
2. Direct the City Attorney to prepare the appropriate documents;
3. Authorize the Chief Administrative Officer to sign the documents on behalf of the City.