



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#23-1118

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Greg Chavarria, City Manager

DATE: December 5, 2023

TITLE: Motion Approving a First Amendment to Service Agreement for Summer Food Service Program Provider to Increase Annual Contract Amount – All Kids Catering, Inc. - \$33,831 **(Commission Districts 1, 2, 3 and 4)**

Recommendation

Staff recommends the City Commission approve a First Amendment to Service Agreement for Summer Food Service Program Provider, in substantially the form attached, to increase the current annual contract compensation amount of \$70,638.75 by an additional annual compensation amount of \$33,831, for a combined total annual compensation amount of \$104,469.75, and a potential total contract in the amount of \$417,879 should the City and Contractor exercise all renewal options, and authorize the City Manager to execute this Agreement and all documents necessary and incidental thereto.

Background

The Parks & Recreation Department uses this contract to provide summer lunches and snacks for its' summer camp programs. The food provided for the program this year was extremely well received by program participants resulting in more children participating in the program and receiving meals. In addition, the original costs were based off reduced COVID-19 registrations, however, once the summer camp programs returned to normal registration numbers it caused a shortfall. This in-turn increased the food orders and the overall projected amount of money allocated for the program.

On March 30, 2023, the Procurement Services Division issued an Invitation to Bid (Event No. 73) for a summer food service program provider. The solicitation ended on April 17, 2023, with a total of five (5) bids submitted.

All Kids Catering, Inc met the requirements of the bid and was deemed the lowest, responsive, and responsible bidder for the non-Agenda award. The initial term of the contract is June 1, 2023, through May 31, 2024.

Resource Impact

Funds for this purchase/agreement in the amount of \$33,831 are available in the FY 2024 Budget/CIP in the account(s) listed below:

Funds available as of November 6, 2023					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	PURCHASE AMOUNT
10-129-9300-572-30- 3231-23GFOD	2023 Summer Food Service Program	Services/Materials / Food Services	\$155,784	\$99,816	\$33,831
PURCHASE TOTAL ►					\$33,831

Strategic Connections

This item is a 2024 Top Commission Priority, advancing the Public Places initiative.

This item supports the *Press Play Fort Lauderdale* 2024 Strategic Plan, specifically advancing:

- The Public Places Focus Area
- Goal 3: Build a healthy and engaging community.
- Objective: Offer a diverse range of recreational and educational programming

This item advances the *Fast Forward Fort Lauderdale* 2035 Vision Plan: We Are Here.

This item supports the *Advance Fort Lauderdale* 2040 Comprehensive Plan specifically advancing:

- The Public Places Focus Area
- The Parks, Recreation and Open Space Element
- Goal 1: Be a community where persons of all ages are able to partake in a fun and healthy lifestyle.

Attachments

Exhibit 1 - Solicitation

Exhibit 2 - Bid Tabulation

Exhibit 3 - All Kids Catering, Inc. Original Agreement

Exhibit 4 - All Kids Catering, Inc Amended Agreement

Prepared by: Tommy Hall, Recreation Program Supervisor, Parks & Recreation
Heather Rose, Sr. Procurement Specialist, Finance
Shamori Aldridge, Sr. Administrative Assistant, Finance

Department Directors: Carl Williams, Parks & Recreation
Linda Short, Finance