



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

#15-0334

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

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: April 7, 2015

TITLE: After School Snack Program – Greater Miami Caterers, Inc. - \$58,871

Recommendation

It is recommended that the City Commission award a one-year contract for the purchase of after school snacks to Greater Miami Caterers, Inc., in substantially the form attached, in the estimated annual amount of \$58,871 and authorize the City Manager to approve two, one-year renewal options. Any purchases made under the contract will be contingent upon award and acceptance of the Afterschool Meals Program Grant by the City for that year.

Background

The City of Fort Lauderdale Parks & Recreation Department has recently undergone licensing for its seven after school sites. Currently, there are five after school sites licensed with the final two (Carter Park and Riverland) scheduled for final inspection visits this month. Agencies with licensed after school programs are eligible to participate in the Child Care Food Program funded by the Florida Department of Health. This program is administered similar to the Summer Food Service Program. Vendors providing the meals for this program must be on a state approved list issued by the Florida Health Department.

The City is currently applying for an Afterschool Meals Program Grant from the Florida Department of Health to fund this purchase. This grant will allow the Parks and Recreation Department to purchase and serve daily snacks to children and teens in various after-school programs at seven park locations including Fit Kidz Club, Flash and Teen Scene.

An executed contract with a snack program provider is required to apply for the food permits from Broward County Department of Health. Staff will then submit the permits with the final grant application to the Florida Department of Health.

Invitation to Bid 552-11539 was scheduled to open on December 17, 2014; however, no bids were received by that date. In an attempt to obtain multiple competitive bids, the

opening date was extended twice to reach out to the additional vendors. The bid was opened on January 27, 2015 with two bids received. The low bidder, Montoya Holdings, Inc., could not provide the required insurance and food program forms required by the grant; it has therefore been deemed non-responsive. The second low bidder, Greater Miami Caterers, Inc., has met all of the specifications of the bid and has been deemed the lowest cost, responsive and responsible bidder.

Resource Impact

There will be a fiscal impact to the City in the amount of \$15,871. \$43,000 is contingent upon the acceptance and approval of the Afterschool Meals Program Grant. The grant application process is currently taking place.

Funds available as of April 1, 2015					
ACCOUNT NUMBER	INDEX NAME (PROGRAM)	OBJECT CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Object Code)	AVAILABLE BALANCE (Object Code)	PURCHASE AMOUNT
001-PKR033201-3231	Youth Programs, Afterschool & Camps	Services Materials / Food Services	\$962,797	\$462,676	\$15,871
				PURCHASE TOTAL ►	\$15,871

Strategic Connections

This item is a *Press Play Fort Lauderdale Strategic Plan 2018 initiative*, included with in the Internal Support Cylinder of Excellence, specifically advancing:

- Goal12: Be a leading government organization, managing resources wisely and sustainably.
- Objective 1: Ensure sound fiscal management.

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

Attachment

Exhibit 1 - Bid Tabulation

Exhibit 2 - Agreement

Prepared by: AnnDebra Diaz, Procurement Specialist II
Elizabeth Cohen, Administrative Assistant I

Department Director: Phil Thornburg, Parks and Recreation