



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: July 15, 2025
TO: LaTanya Bellow, City Manager
FROM: Rebecca Sermenio, Community Services Director
SUBJECT: **Resolution Of The City Council Of The City Of Emeryville Authorizing The City Manager To Enter Into A Professional Services Agreement With Patatas, LLC In An Amount Not To Exceed \$156,158.40 Per Fiscal Year 2025-2026 And 2026-2027 For A Total Of \$312,329.48 To Provide Food Service At The Emeryville Child Development Center**

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to enter into a two-year Professional Services Agreement with Patatas, LLC. in an amount not to exceed \$156,158.40 per FY 2025-2026 and 2026-2027 for a total of \$312,329.48 for the food service at the Emeryville Child Development Center.

BACKGROUND

The Emeryville Child Development Center (ECDC) has been in operation over 40 years. The Center is open ten and half hours per day, Monday through Friday, 246 days per year. The program currently has 56 participants. As part of the program offering and as a requirement of receiving funding from the State of California, Department of Education for subsidized childcare for low-income families, the City is required to provide meals to the children throughout the day, under the Child and Adult Food Care Program (CACFP). For many years the Center was staffed by an on-site cook to prepare the meals. After an extensive evaluation of the food service at the Center, the City decided that contracting out the meal program would allow the center to provide a reliable, quality meal program on a consistent basis. The City has been contracting out the food services at the Child Development Center for the past 10 years.

DISCUSSION

The City of Emeryville Community Services Department prepared an RFP and invited interested vendors to submit proposals via email, mail, or hand delivery on May 28, 2025, through June 3, 2025. We had two vendors respond to the RFP, Patatas, LLC and Latin Asian Food Kitchen.

The proposal from Patatas, LLC meets the qualifications of an ideal food vendor, includes all required components, and offers the lowest bid. This vendor requires use of the City owned Commercial Kitchen to prepare all meals. The Contractor will provide lunch and milk service Monday through Friday.

Vendor	Price Per Child	Item	Total Per Child
Patatas	\$10.90	Entrée, Vegetable, Fruit, and Milk Service	\$10.90
Latin Asian Fusion Kitchen	\$7.50	Entrée & Fruit or Vegetable	\$13.24
	\$2.99	Add Fruit or Vegetable	
	\$2.75	Milk Service	

The yearly contract amount is based on:

246 days of operation x \$10.90 per day x 56 participants = \$150,158.40 for a total not to exceed \$156,164.74 per fiscal year which includes a 4% contingency.

FISCAL IMPACT

Annual funding has been budgeted \$191,000 for FY 25/26 to cover the costs for the third-party provider of foods service and for breakfast and snacks provided by the city in the amount of \$156,164.74 for food service contract and \$34,835.26 for breakfast and snacks supplies.

The City is also reimbursed annually with the state of approximately \$23,000 from the Child and Adult Food Care Program (CACFP) with the state.

PREPARED BY: Desiree Garland, ECDC Manager

**APPROVED AND FORWARDED TO THE
CITY COUNCIL OF THE CITY OF EMERYVILLE:**



LaTanya Bellow, City Manager

ATTACHMENTS

- RFP for Vended Meals
- Patatas LLC Proposal for Vended Meals
- Latin Asian Fusion Kitchen Proposal for Vended Meals
- Draft Resolution
 - Exhibit A – Patatas, LLC Professional Services Contract