



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: June 7, 2022
TO: Christine Daniel, City Manager
FROM: Pedro Jimenez, 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 Kidango, Inc. In An Amount Not To Exceed \$88,000 For Fiscal Year To Provide Food Services At The Emeryville Child Development Center**

RECOMMENDATION

Staff recommends that the City Council approve the above-entitled resolution authorizing the City Manager to enter into a Professional Services Agreement with Kidango, Inc. in an amount not to exceed \$88,000 for FY 2022-23 for the food service at the Emeryville Child Development Center.

BACKGROUND

The Emeryville Child Development Center (ECDC) has been in operation for over 40 years. The Center is open ten and half hours per day, Monday through Friday, 247 days per year. The program currently has 56 participants. As part of the program offering, and as a requirement for receiving funding from the State of California's 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. As a result, the City has contracted out food services at the Child Development Center since 2013. The current food service provider's contract ends on June 30, 2022.

DISCUSSION

The Emeryville Community Services Department prepared an RFP and invited interested vendors to submit proposals via email, mail or hand delivery no later than April 5, 2022, 5:00 pm. Two vendors responded: Kidango and School Foodies. Kidango was the lowest responsible bidder and has the capacity and a proven track record of dependable and consistent daily delivery of nutritious meals that meet the State's food program guidelines, as food preparation and delivery is their core business. The Kidango proposal meets the qualifications for the ideal food vendor and its proposal included all of the required items.

The yearly contract amount is based on:

247 days of operation x \$6.35 per day x 56 participants =\$87,833.20

FISCAL IMPACT

The City is reimbursed annually approximately \$23,000 from the CACFP program. The City had budgeted \$110,000 for FY 21/22 for a third-party provider of food services and for miscellaneous snacks, paper products and utensils. Annual funding to cover the new food services contract and the paper products and utensils will be incorporated into FY 22/23 budget in the amount of \$95,500 (\$88,000 food and \$7,500 supplies) (Fund 230-73600).

PREPARED BY: Pedro Jimenez, Community Services Director

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



Christine Daniel, City Manager

ATTACHMENTS

- RFP for Vended Meals
- Draft Resolution
 - Kidango Proposal for Vended Meals
 - Professional Service Agreement