



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: June 20, 2023
TO: Paul Buddenhagen, 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 Second Amendment To The Professional Services Contract With Kidango, Inc. To Extend The Daily Meal Service For Three Months**

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to enter into a Second Amendment to the Professional Services Contract with Kidango, Inc. to extend the daily meal service for three months.

BACKGROUND

The Emeryville Child Development Center (ECDC) has been in operation for over 40 years. The Center is open ten and a half hours per day, Monday through Friday, 247 days per year. The program currently has 56 participants. As part of the program and as a requirement for 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 ECDC was staffed by an on-site cook to prepare the meals. After an extensive evaluation of food service at the Center, the City decided that contracting out the meal program would allow ECDC to provide a reliable, quality meal program on a consistent basis. The City has been contracting out food services at the ECDC since 2013.

DISCUSSION

On June 29, 2021, the City of Emeryville entered a Professional Services Agreement with Kidango, Inc. as the food vendor for ECDC providing breakfast, lunch, milk, and snack service.

On November 1, 2022, the City of Emeryville entered a First Amendment of the Professional Services Agreement with Kidango, Inc. for reduced meal service to lunch only, including milk service, for a cost of \$5.22 per person per day.

Recently, City staff put out a Request for Proposal ("RFP") for Vended Meal Program for ECDC that resulted in one bid that was rejected on May 25, 2023. Staff will be reopening the RFP on June 12, 2023, and it will close on June 26, 2023. Staff are confident that a

new vendor can be secured after extensive outreach to other preschool meal providers through the new RFP.

Following further discussions with City staff, Kidango, Inc. agreed to extend their contract, on a month-to-month basis, until August 31, 2023, at an increased cost of \$5.90 per person per day.

FISCAL IMPACT

The original contract amount totaled \$87,833.20. From July-February 2023, the City paid Kidango \$52,048.93.

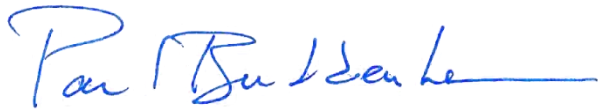
The annual funding to cover the contract and the paper products, breakfast, and snacks for FY 23/24 budget is \$100,000 which will cover the first quarter of FY 23/24 with Kidango and the rest of the year with a new provider.

STAFF COMMUNICATION WITH THE PUBLIC

There has been no communication with the public.

PREPARED BY: Rebecca Sermenio, Community Services Director

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

A handwritten signature in blue ink, reading "Paul Buddenhagen", is written over a horizontal line.

Paul Buddenhagen, City Manager

ATTACHMENTS

- Kidango Executed Contract June 29, 2022
- Kidango Executed First Amendment November 1, 2022
- Draft Resolution
 - a. Professional Service Contract Second Amendment w/ Exhibit A-2