



Legislation Text

File #: 23-2244, Version: 1

Health and Human Services Agency recommending the Board:

- 1) Approve the addition of one commercial double convection oven in the amount of \$30,000 and one commercial Hobart mixer in the amount of \$60,000 to the Fiscal Year 2023-24 Fixed Asset List for the Senior Nutrition Program in the Community Services Division, with offsetting savings of \$90,000 from other fixed assets that came in under budget, as outlined in the background below;
- 2) Make findings that the purchase of one commercial double oven and one commercial mixer is exempt from competitive bidding in accordance with Procurement Policy C-17, Section 3.4 (4), due to the use of the Sourcewell (a local government unit) competitively bid Contract 063022-SES;
- 3) Authorize the Purchasing Agent to sign two Purchase Orders with the Sourcewell awarded vendor, Chefs' Toys, a TriMark Company, with the first in the approximate amount of \$30,000 for the one-time purchase of the double convection oven and the second in the approximate amount of \$60,000 for the one-time purchase of the commercial mixer, plus any applicable delivery, taxes and fees; and
- 4) Authorize the Purchasing Agent to process a change order to correct the termination date of the Senior Nutrition Infrastructure Funding Agreement NI-2223-29 (FENIX 7161) from December 31, 2023, to December 31, 2024, to match the fully executed Agreement's ending term date.

FUNDING: 100% State California Department of Aging Senior Nutrition Infrastructure Grant Agreement Number NI-2223-29.

DISCUSSION / BACKGROUND:

The HHSA Senior Nutrition Program provides a daily hot lunch to seniors aged 60 years and older. The lunches are cooked at the two central kitchens located in Placerville and South Lake Tahoe, which are available for dine-in and home delivery. During the Coronavirus pandemic, the need for meals increased dramatically as the Senior Nutrition Program was cooking an average of 860 meals per day, with the current average around 770 meals per day. Consequently, wear and tear has taken its toll on the program's equipment, which is impacting both the home delivered and dine-in meal services. Two commercial ovens located in the South Lake Tahoe Senior Center Central Kitchen are no longer functioning properly and need to be replaced. One oven is 23 years old and the other is 8 years old. The existing commercial mixer in the Placerville Central Kitchen is broken and also needs to be replaced.

HHSA is recommending the Board approve the addition of one commercial double convection oven in the amount of \$30,000 and one commercial Hobart mixer in the amount of \$60,000 to the Fixed Asset List for the Senior Nutrition Program in the Community Services Division, with offsetting savings of \$90,000 from previously approved items. The offsetting savings will be met by reducing the cost of the following previously approved fixed assets that came in under budget: Electric Vehicle purchase was reduced from \$74,951 to \$48,000; the cost of an Electric SUV was reduced from \$90,000 to \$79,000; and the Senior Nutrition software purchase was reduced from \$60,000 to \$7,951.

The new replacement oven will ensure that the hot meals provided by the Senior Nutrition Program in South Lake Tahoe meet temperature requirements for safely cooked meals allowing for the continued

provision of daily hot meals to seniors. Replacement of the commercial mixer will allow for Senior Nutrition kitchen staff to safely mix large quantities of food needed to prepare the daily meals.

The County Procurement Policy C-17, describes exceptions that may be made to the competitive bidding process. The purchase of this kitchen equipment falls under Section 3.4 (4), which allows the Board to exempt competitive bidding when the items may be procured from a vendor that has a contract with another public agency; that the contract was awarded utilizing a competitive bidding process substantially the same as the County; and that the items and terms of the transactions are the same, or substantially the same. For these purchases, HHSA is able to utilize the Sourcwell competitively bid Contract 063022-SES with Chefs' Toys, a TriMark Company, based in Sacramento, California.

On January 24, 2023, the Board accepted funding under Agreement NI-2223-29 (FENIX 7161) from the CDA for the Senior Nutrition Infrastructure Grant for a stated term date effective October 1, 2022, through December 31, 2023, in the amount of \$645,001 (File 22-2273). The Board item stated the term date of December 31, 2023, as CDA advised they intended to issue cancellation notices in Summer/Fall 2023 for this grant. CDA did not issue the cancellation notice and will continue to fund the grant through December 31, 2024. Subsequently, HHSA is requesting the Board accept the corrected grant agreement term date of December 31, 2024, to match the fully executed Agreement's listed term date. The intent of this grant is to fund capacity and infrastructure improvement for county senior nutrition programs, which prioritizes the purchasing, upgrading, or refurbishing of infrastructure for the production and distribution of congregate or home-delivered meals. If this item is approved, funding through this grant will be utilized for the new equipment purchase by the HHSA Senior Nutrition Program.

ALTERNATIVES:

Should the Board decline to approve the additional fixed assets as proposed, the Senior Nutrition Kitchen in South Lake Tahoe will become non-compliant with food service safety standards and the Senior Nutrition Kitchen in Placerville will not be able to provide fresh food as frequently, instead relying on pre-packaged and/or frozen food products. Further, should the Board decline to accept the corrected grant term date of Agreement NI-2223-29 (FENIX 7161), the fully executed Agreement will differ from the Board's acceptance, and may result in lost funding to HHSA.

PRIOR BOARD ACTION:

01/24/23, 22-2273, HHSA Sr. Nutrition Infrastructure NI-2223-29

OTHER DEPARTMENT / AGENCY INVOLVEMENT:

CAO Procurement and Contracts and County Counsel

CAO RECOMMENDATION:

Approve as recommended.

FINANCIAL IMPACT:

Funding is available within the HHSA Community Services Division Fiscal Year 2023-24 Fixed Asset Budget. The additions of one commercial double convection oven and one Hobart mixer are requested to be added using savings from other fixed assets that came in under budget. There is no change to Net County Cost. The new commercial oven and mixer will be purchased using 100% Senior Nutrition Infrastructure grant funds.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT:

Good Governance, Infrastructure

CONTACT

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