

Memorandum



Date: July 8, 2021

To: Honorable Chairman Jose “Pepe” Diaz
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor

A handwritten signature in blue ink that reads "Daniella Levine Cava".

Agenda Item No. 8(F)(3)

Resolution No. R-636-21

Subject: Request for Approval of an Emergency Purchase and Increased Expenditure Authority to Contract No. FB-00794, Summer Food Service Program

Recommendation

It is recommended that the Board of County Commissioners (Board) approve the emergency access of food services for the purchase and delivery of meals for children and teens in low income areas during the coronavirus disease 2019 (COVID-19) state of emergency under *Contract No. FB-00794, Summer Food Service Program*, for the Miami-Dade Community Action and Human Services Department. In addition, it is recommended that the Board authorize additional expenditure authority in the amount of \$3,000,000 to ensure that there is adequate funding to continue purchasing meals for children under the Summer Food Services Program (the “Program”). This contract was awarded by the Board on April 10, 2018, for a five-year term, through Resolution No. R-328-18.

The contract provides for the purchase and delivery of meals for children and teens in low-income areas during the summer. The Program typically starts in June, at the close of the school year, and ends in August, just prior to the beginning of the next school year. Delivery of the packaged meals or bulk hot food and snacks is made daily, Monday through Friday, to approximately 120 locations countywide. The United States Department of Agriculture (USDA), Food and Nutrition Service, Child Nutrition Programs increased funding for the Program, and extended meal service operations from June 2020 to June 2021.

In response to the COVID-19 pandemic, the contract was used to provide meals after the typical Program end date. The USDA is anticipated to continue funding the extension of the program until September 30, 2021. As a result, additional allocation is requested to pay for these additional services. At the time of award, the contract was estimated to provide approximately 53,000 breakfasts, 245,000 lunches, and 195,000 snacks annually. However, due to increased participation in the Program and the COVID-19 pandemic, the County is providing an average of 68,000 breakfasts, 302,000 lunches, and 226,000 snacks, annually.

Scope

The scope of this item is countywide in nature.

Fiscal Impact/Funding Source

The contract term expires on April 30, 2023, and has a cumulative allocation of \$4,679,000. If this request is approved, the contract will have a modified cumulative allocation of \$7,679,000. The requested increase in expenditure authority is based on the extension of the program by the USDA and the increased in number of meals served daily. The USDA has provided the funding to support the extension of the program.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract Manager
Community Action and Human Services	\$4,679,000	\$3,000,000	\$7,679,000	Federal Funds	Brad Skinner
Total:	\$4,679,000	\$3,000,000	\$7,679,000		

Track Record/Monitor

Sophia Cunningham of the Internal Services Department is the Procurement Contracting Manager.

Delegated Authority

If this item is approved, the County Mayor or County Mayor’s designee will have the authority to exercise all provisions of the contract, including any cancellation or extension provisions, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

Awarded Vendor

Vendor	Principal Address	Local Address	Principal
Nutrispa, Inc.	5406 NW 72 Avenue Miami, Fl	Same	Yulenia Perez

Due Diligence

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Internal Services Department’s Procurement Guidelines to determine vendor responsibility, including verifying corporate status and that there are no performance and compliance issues. The lists that were referenced included convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to vendor responsibility.

Applicable Ordinances and Contract Measures

- The two percent User Access Program provision does not apply.
- The Small Business Enterprise Bid Preference and Local Preferences do not apply.
- The Living Wage does not apply.



Morris Copeland
Chief Community Services Officer



MEMORANDUM

(Revised)

TO: Honorable Chairman Jose "Pepe" Diaz
and Members, Board of County Commissioners

DATE: July 8, 2021

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(F)(3)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Statement of social equity required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☐ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's present ____, 2/3 membership ____, 3/5's ____, unanimous ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) ____, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) ____ to approve
- ☒ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(F)(3)
7-8-21

RESOLUTION NO. _____ R-636-21

RESOLUTION APPROVING EMERGENCY PURCHASE AND INCREASE IN EXPENDITURE AUTHORITY IN AN AMOUNT UP TO \$3,000,000.00 FOR A MODIFIED CONTRACT AMOUNT OF \$7,679,000.00 FOR CONTRACT NO. FB-00794 FOR THE PURCHASE OF SUMMER FOOD SERVICE PROGRAM FOR THE MIAMI-DADE COMMUNITY ACTION AND HUMAN SERVICES DEPARTMENT AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF CONTRACT NO. FB-00794, INCLUDING ANY CANCELLATION OR EXTENSION PROVISIONS, PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38

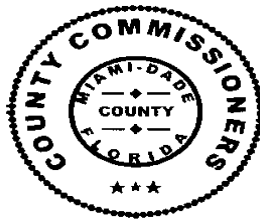
WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board authorizes an emergency purchase and increase in expenditure authority in an amount up to \$3,000,000.00 for a modified contract amount of \$7,679,000.00 for Contract No. FB-00794 for the purchase of Summer Food Service Program for the Miami-Dade Community Action and Human Services Department and authorizes the County Mayor or County Mayor's designee to exercise all provisions of Contract No FB-00794, including any cancellation or extension provisions, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38. A copy of the contract is on file with and available upon request from the Internal Services Department, Strategic Procurement Division.

The foregoing resolution was offered by Commissioner **Rebeca Sosa**,
 who moved its adoption. The motion was seconded by Commissioner **Joe A. Martinez**
 and upon being put to a vote, the vote was as follows:

Jose "Pepe" Diaz, Chairman	aye		
Oliver G. Gilbert, III, Vice-Chairman	aye		
Sen. René García	aye	Keon Hardemon	aye
Sally A. Heyman	absent	Danielle Cohen Higgins	aye
Eileen Higgins	aye	Joe A. Martinez	aye
Kionne L. McGhee	absent	Jean Monestime	aye
Raquel A. Regalado	aye	Rebeca Sosa	aye
Sen. Javier D. Souto	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 8th day of July, 2021. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.



MIAMI-DADE COUNTY, FLORIDA
 BY ITS BOARD OF
 COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: **Melissa Adames**
 Deputy Clerk

Approved by County Attorney as
 to form and legal sufficiency.

Oren Rosenthal