SUBJECT: **SENIOR SERVICES COMMUNITY NUTRITION PROJECT**

BID# SC-0286-16 OPEN DATE: **2015-11-04**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

SERVICE CONTRACT - JANUARY 1, 2016 THROUGH DECEMBER 31, 2016 WITH FOUR (4)

AGENCY: **SENIOR SRVS**

BASIS OF AWARD: **ALL OR NONE**

NUMBER OF BIDS INVITED **20** NUMBER RECEIVED **2** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to ratify the period of service from January 1, 2017 to date of award.

Recommend approval to extend the award with G.A. Food Services, Inc. through March 1, 2017. Total estimated expenditure amount of $900,000.00 will remain unchanged.

Funding Source: RPAH1F6AS-03410-RCA029-16 - To be encumbered by purchase order

Attachments: Recommendation Memo and Previous Awards

BUYER: _____ RESPECTFULLY SUBMITTED: _____

ANNETTE BURNEY

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Daryl Joseph, Director, Parks, Recreation and Community Services**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-108, Revised 12/2007

SENIOR SERVICES DIVISION

Jacksonville
Where Florida Begins.

January 12, 2017

MEMORANDUM

To: Gregory Pease, Chief
Procurement Division

THRU: Daryl Joseph, Director
Parks, Recreation and Community Services

FROM: Gloria Crawford, Chief

RE: **Congregate Meals Contract #SC – 0286 -16 Award Extension**

This is a request for Senior Services Congregate Meals Contract # SC-0286-16, G.A. Food Service, Inc., be extended for a period of 60 days, to end on February 28, 2017. An increase in the dollar amount of the award is not needed and will remain $900,000. This extension will provide for Community Nutrition Program Meal Services to seniors while contract is being negotiated and while funding source (JSSP Grant) is extended.

If additional information is required to process this request, please do not hesitate to contact James Lee, Senior Services Grants Supervisor at your earliest convenience at 630-1258.

INDEX CODE: RPAH1F6AS **GRT/DET:** RCA029/16 **SUB-OBJECT:** 03410

GC/JL/cj

01/20/17 13:36:18
OUT - Procurement Division

Leslie-Burney, Annette

From: Crawford, Gloria
Sent: Friday, February 17, 2017 3:42 PM
To: Leslie-Burney, Annette; Jones, Christopher
Cc: Lee, James; Pearson, Daniel
Subject: RE: SC-0286-16 Senior Meals

Hi Annette,

This is correct.

Gloria Crawford
Chief, Senior Services Division
Parks, Recreation, and Community Services Dept.
117 West Duval Street Suite 210
Jacksonville, Florida 32202
(904) 630-3410 Office
(904) 699-2411 Cell
(904) 630-3639 Fax
Email: gcrawford@coj.net
www.facebook.com/JaxSeniors

Mission: *"To encourage and empower senior citizens to live active, independent lifestyles through social, educational, and wellness programs."*

Vision: *"We strive to add years to their life and life to their years."*

From: Leslie-Burney, Annette
Sent: Friday, February 17, 2017 3:39 PM
To: Jones, Christopher
Cc: Lee, James; Crawford, Gloria; Pearson, Daniel
Subject: RE: SC-0286-16 Senior Meals

Chris, I'm waiting on further guidance from management on how to proceed. I'm trying to determine when 60 days would start. Currently, we would have to ratify the period of service back to January 1st before requesting the extension. That would make March 1st 60 days. I'm sure that's not what you had in mind.

What timeframe are looking at for finalizing negotiations with G.A. Food Service?

ANNETTE L. BURNEY
PURCHASING ANALYST
CITY OF JACKSONVILLE
PROCUREMENT DIVISION
OFFICE: 904-255-8810
FAX: 904-360-8527

Cc: Pearson, Daniel
Subject: RE: SC-0286-16 Senior Meals

Ok great! ☺

ANNETTE L. BURNEY
PURCHASING ANALYST
CITY OF JACKSONVILLE
PROCUREMENT DIVISION
OFFICE: 904-255-8810
FAX: 904-360-8527

From: Jones, Christopher
Sent: Thursday, January 12, 2017 2:10 PM
To: Leslie-Burney, Annette
Subject: RE: SC-0286-16 Senior Meals

Thanks Annette,

I will have the memo requesting renewal of the contract over to you soon

CJ

From: Leslie-Burney, Annette
Sent: Thursday, January 12, 2017 2:06 PM
To: Jones, Christopher
Cc: Pearson, Daniel
Subject: SC-0286-16 Senior Meals

Chris, the subject award expired 12/31/16 and is up for the first renewal. To avoid a lapse in service or continuing service without an approved award, please send a memo for the first renewal for next week's agenda. If you have any questions, please give me a call.

ANNETTE L. BURNEY
PURCHASING ANALYST
CITY OF JACKSONVILLE
PROCUREMENT DIVISION
OFFICE: 904-255-8810
FAX: 904-360-8527

From: Jones, Christopher
Sent: Thursday, February 16, 2017 11:58 AM
To: Leslie-Burney, Annette
Cc: Lee, James; Crawford, Gloria
Subject: RE: SC-0286-16 Senior Meals

Annette,

The division request approval of the 60-Day extension of the Homemaking Contract with GA Foods while the renewal contract is being negotiated. The 60-Day extension should be ample time to reach an agreement while providing authorization for uninterrupted meal service.

From: Leslie-Burney, Annette
Sent: Tuesday, January 17, 2017 2:57 PM
To: Jones, Christopher
Cc: Lee, James
Subject: RE: SC-0286-16 Senior Meals

Ok, thanks and no, an award extension does not need to go to Council.

ANNETTE L. BURNEY
PURCHASING ANALYST
CITY OF JACKSONVILLE
PROCUREMENT DIVISION
OFFICE: 904-255-8810
FAX: 904-360-8527

From: Jones, Christopher
Sent: Tuesday, January 17, 2017 2:54 PM
To: Leslie-Burney, Annette
Cc: Lee, James
Subject: RE: SC-0286-16 Senior Meals

Annette,

I apologize for any delays with this. But our director is not available for signature. You'll get our memo and G.A. Food's letter sometime in the morning.

BTW, we're only requesting a (60) day extension due to the funding source (JSSP Grant) being extended (2) months. Does an extension also need to go to the Council?

Thank you,

CJ

From: Leslie-Burney, Annette
Sent: Thursday, January 12, 2017 2:12 PM
To: Jones, Christopher

GA foods

Nourishment. *delivered.*

January 17, 2017

Mr. Chris Jones
Account Clerk
City of Jacksonville
Senior Services Division
Parks, Recreation and Community Service Dept.
117 West Duval Street, Suite 210
Jacksonville, FL 32202

Dear Chris:

This letter is to confirm our acceptance of an extension to PO#602824:1 of the Congregate Meal contract between G.A. Food Services and the City of Jacksonville, Senior Services Division for a period of 60 days (January 1, 2017 = February 28, 2017).

The rate of $3.85 per meal will be invoiced monthly for any meals served in the contracted (60) days, with the total contract extension amount not to exceed $60,000 per month for January 2017 and $60,000 for the month of February 2017.

GA Food Service of Pinellas County Inc. d/b G.A. Food Service Inc. agrees to the same terms and condition as stated in the letter of award (dated 12/15/2015) and the original Award/Bid Submission SC -0286-16 for the 60 day period.

If you need any addition information please do not hesitate to contact me at 813-846-3951 or email me at dkarpan@gafoods.com.

Sincerely,

David Karpan
Vice President of Strategic Accounts
GA FOODS

SUBJECT: **SENIOR SERVICES COMMUNITY NUTRITION PROJECT**

BID# SC-0286-16 OPEN DATE: **2015-11-04**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

SERVICE CONTRACT - JANUARY 1, 2016THROUGH DECEMBER 31, 2016 WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: **SENIOR SRVS**

BASIS OF AWARD: **ALL OR NONE**

NUMBER OF BIDS INVITED **20** NUMBER RECEIVED **2** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to the lowest responsive, responsible bidder, G.A. Foods Service, Inc. for the period of January 1, 2016 through December 31, 2016 in the not to exceed expenditure amount of $900,000.00.

Funding Source: RPAH1F6AS-03410-RCA029-16 - To be encumbered by purchase order

Attachments: Recommendation Memo, Tabulation and Terms and Conditions

BUYER: _____ RESPECTFULLY SUBMITTED: _____

ANNETTE BURNEY

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **James Lee, Grants Supervisor, Senior Services Division**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 12-3-15

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE: 12/07/15

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

FORM GB-108, Revised 12/2007