



SCHOOL BOARD ACTION REPORT

DATE: May 8, 2017
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Teresa Fields, Director, Nutrition Services, trfields@seattleschools.org; 206-252-0685; Pegi McEvoy, Assistant Superintendent of Operations, pmcevoy@seattleschools.org; 206-252-0102

For Introduction: May 17, 2017
For Action: June 7, 2017

1. TITLE

Approval of the City of Seattle Project Services Contract - Office of Superintendent of Public Instruction/United States Department of Agriculture (OSPI/USDA) 2017 Summer Food Service Program

2. PURPOSE

This contract is to provide prepared food and delivery services for the City of Seattle for the annual Summer Foodservice Program for Seattle students. It is in excess of \$250,000, and therefore Board action is necessary per Policy No. 6220, Procurement.

3. RECOMMENDED MOTION

I move that the School Board authorize the Superintendent to execute a contract with the City of Seattle in the amount of \$646,949.00 to provide breakfast, lunch and afternoon snacks for the City of Seattle's Office of Superintendent of Public Instruction/United States Department of Agriculture Summer Food Service program, in the form of the draft agreement attached to the Board Action Report and presented to the School Board, with any minor additions, deletions, and modifications deemed necessary by the Superintendent and to take any necessary actions to implement the contract.

4. BACKGROUND INFORMATION

- a. **Background:** The City of Seattle, as a participant in the U.S. Department of Agriculture's Summer Food Service Program, is purchasing from the District prepared and delivered, breakfast, lunch and afternoon snacks for children participating in the program. Free and nutritious meals are provided to low-income children and youth ages 1-18 in community locations in Seattle and parts of King County during the summer of 2017. The District will deliver meals to sites as arranged; delivery will not be provided to all locations. The District is prepared to supply 53,583 breakfasts, 134,713 lunches and 62,384 snacks during the nine weeks that the program operates during the summer; this is an increase in the numbers of meals served for 2017 based on 2016 experience.

Seattle Public School's Nutrition Services Department has been the food services contractor supporting the Summer Food Service needs of the City of Seattle since the early 70's. The execution of this contract provides summer employment opportunities for

a number of Nutrition Services employees and additionally supports the continuation of providing nutritious meals to vulnerable and food insecure youth around Seattle.

b. **Alternatives:** Not accepting the contract with the City of Seattle to provide breakfast, lunch and afternoon snacks during the summer has the potential to affect the nutritional needs of appropriately 5,000 vulnerable children who reside in the City of Seattle. Nutrition Services additionally relies on the revenue generated from this agreement to support its overall food service program. Providing uninterrupted meal services to vulnerable and food insecure youth ensures during the summer months that quality meal services are provided to them once the school year has concluded.

c. **Research:** N/A

5. FISCAL IMPACT/REVENUE SOURCE

Revenue from the City of Seattle is dependent on the total meals ordered; this number fluctuates throughout the 9-week summer program. Historically, the Summer Food Service Program has received enough reimbursement revenue from the City of Seattle to cover expenses. The district is asking for rate increases of five cents this year to cover any increases (from \$1.90 to \$1.95 for breakfast, \$3.25 to \$3.30 for lunch) and ensure that the program continues to break even.

6. COMMUNITY ENGAGEMENT

With guidance from the District's Community Engagement tool, this action was determined to merit the following tier of community engagement:

Not applicable

Tier 1: Inform

Tier 2: Consult/Involve

Tier 3: Collaborate

7. EQUITY ANALYSIS

N/A

8. STUDENT BENEFIT

Close to 250,000 meals and snacks will be served to Seattle students who would not necessarily have access to regular nutritious meals outside of the school year.

9. WHY BOARD ACTION IS NECESSARY

Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)

Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)

- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract
- Legal requirement for the School Board to take action on this matter
- Board Policy No. _____, [TITLE], provides the Board shall approve this item
- Other: _____

10. POLICY IMPLICATION

Policy No. 6220, Procurement. The contract exceeds \$250,000.

11. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Operations Committee meeting on April 20, 2017. As the contract was not attached, the Committee reviewed the motion and moved it forward to the full board for consideration.

12. TIMELINE FOR IMPLEMENTATION

Upon approval of this motion, the school district and the City of Seattle will execute the contract and prepare for a June 26, 2017, implementation of the summer feeding program.

13. ATTACHMENTS

- Draft contract with the City of Seattle