



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 5/20/2014

Agenda Placement: 7F

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Teresa Zimny for HOWARD HIMES - Director
Health & Human Services Fiscal

REPORT BY: Shelli Brobst, Contracts Analyst - 253-4720

SUBJECT: Revenue Agreement with Boys and Girls Clubs of Napa Valley (Summer Meals)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chairman to sign a revenue agreement with Boys & Girls Clubs of Napa Valley for a maximum of \$33,150 for the term May 20, 2014 through August 8, 2014 to reimburse the County for the cost of meals provided to children at the Contractor's summer programs.

EXECUTIVE SUMMARY

Approval of the recommended action will enable Boys and Girls Clubs of Napa Valley to reimburse the County for costs associated with the preparation and delivery of lunches to two of its summer program sites.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Operations
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of the recommended agreement is discretionary in that there is no mandate to contract with the Boys and Girls Clubs of Napa Valley (BGC-NV). However, approval of this action will allow BGC-NV to continue to provide meals for the Summer Food Service Program (SFSP).

Is the general fund affected? No

Future fiscal impact: This agreement terminates on 8/8/2014. It will be budgeted accordingly in the Operations Fiscal Year 2013-2014 and 2014-15 budgets.

Consequences if not approved: If the contract is not approved, the HHSA kitchen would maintain its current level of operations. BGC-NV would need to select a different vendor for its Summer Food Service Program.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Boys and Girls Clubs of Napa Valley (BGC-NV) requests that the Health and Human Services Agency (HHSA) kitchen prepare and deliver lunches to two of its summer program sites, in accordance with the specifications of the United States Department of Agriculture (USDA)'s Summer Food Service Program (SFSP). The kitchen staff at HHSA is experienced in preparing children's meals consistent with the required USDA standards through a current revenue agreement with Child Start and a previous revenue agreement with BGC-NV. Given this capacity, the HHSA kitchen is well suited to provide meals for the SFSP at BGC-NV.

Under this agreement BGC-NV will reimburse HHSA for the costs incurred for the lunch program. BGC-NV receives subsidies for this program from the USDA SPSF which cover the costs of the payments to HHSA.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Karen Collins