

COMMUNICATION FROM THE CHAIR ARTS, PARKS, HEALTH, EDUCATION, AND NEIGHBORHOODS COMMITTEE relative to a request for authority to amend the contract for time extension with Everytable, and issue a request for proposal for the Senior Meal Program.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. AUTHORIZE the General Manager, Los Angeles Department of Aging (Aging), or designee, to:
  - a. Allocate funding as outlined in the August 4, 2022 Aging report, attached to the Council file.
  - b. Execute an amendment to Agreement No. C-140102 with Everytable, as detailed in Attachment 1 of the August 4, 2022 Aging report, attached to the Council file, to extend the current contract term from June 30, 2022 through December 31, 2022, subject to review by the City Attorney as to form.
  - c. Issue a Request for Proposals in accordance with City Procurement Policy and Charter Section 1022 requirements (as applicable), subject to the approval of the City Attorney as to form, to establish a list of qualified vendors to support the City's efforts at ensuring the provision of emergency meals and related services to older adults residing in the City.
  - d. Provide unilaterally additional funds, on as-needed monthly basis, from the \$6 million Senior Emergency Meals General Funds allocation to the Everytable contract to ensure the continuation of services until the procurement is completed and approved by City Council and the Mayor.
  - e. Set aside \$250,000 from the \$6 million Senior Meals General Funds allocation to develop and implement a pilot Dine-In Meal program for participants at two congregate meal sites that would allow older adults to purchase two meals per week at pre-approved local restaurants and food venues.
  - f. Prepare additional Controller's instructions and any necessary technical adjustments that are consistent with the Mayor and Council actions on this matter, subject to the approval of the City Administrative Officer (CAO), and authorize the City Controller to implement those instructions.

2. AUTHORIZE the Controller to:

- a. Disburse funds upon submission of proper demand form the General Manager, or designee.
- b. TRANSFER \$6 million funds from the Fiscal Year (FY) 2022-23 Unappropriated Balance Fund No. 100/58, Account No. 580394, Senior Nutrition Services to Aging Fund No. 100 as follows:
  - i. \$37,710 to Fund No. 100/02, Account No. 001010, Salaries General
  - ii. \$360,768 to Fund No. 100/02, Account No. 001070, Salaries as needed
  - iii. \$35,287 to Fund No. 100/02, Account No. 001090, Salaries overtime
  - iv. \$5,537,817 to Fund No. 100/02, Account No. 003040, Contractual services
  - v. \$28,418 to Fund No. 100/02, Account No. 006010, Office & Admin Exp
- c. Authorize the early reversion of the liquidated encumbrances of \$4,827,613.75 from the FY 21-22 Aging, Fund No 100/02, Account 003040, contractual services in July 2022, and revert the disencumbered amount to the Reserve Fund No. 101, and subsequently transfer to the Unappropriated Balance, and appropriate therefrom to the FY 22-23 Aging, Fund No. 100/02, Account 003040, Contractual Services for the Senior Meals Emergency response Program.
- d. Authorize a transfer of \$612,457.75 from the Reserve fund to the Unappropriated Balance, and there from to the Aging, Fund 100/02, Account 003040, Contractual Services for the Senior Meals Emergency response program.

Fiscal Impact Statement: Aging reports that the proposed action involves allocations from the FY 2021-22 and FY 2022-23 Adopted Budget Unappropriated Balance. There is no additional impact to the General Fund.

Community Impact Statement: None submitted

**(Budget and Finance Committee waived consideration of above matter)**

Summary:

On August 23, 2022, your Committee considered the August 12, 2022 communication from Aging relative to a request for authority to amend the contract for time extension with Everytable, and a request for proposal for the Senior Meal Program. The report attached to the Council file includes some background on the matter.

After providing an opportunity for public comment, the Committee Chair moved to approve the recommendations reflected above. This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,

ARTS, PARKS, HEALTH, EDUCATION, AND NEIGHBORHOODS COMMITTEE

MEMBER

LEE:

BONIN:

VOTE

YES

ABSENT

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**-NOT OFFICIAL UNTIL COUNCIL ACTS-**