

SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION

Contractor	<u>FoodService Partners LLC</u>	Division/Section:	<u>DPH/SFHN</u>
Address	<u>528 A Eccles Avenue</u>	SFHN Director:	<u>Roland Pickens</u>
	<u>South San Francisco, CA 94080</u>	Chief Operations Officer:	<u>John Grimes, Laguna Honda Hospital</u>
Contact	<u>Bob Dunn</u>	Program Manager:	<u>Elvis Lavarreda</u> Phone <u>682-5777</u>
	<u>President</u>	Contract Analyst:	<u>Ron Rossi</u> Phone <u>554-2938</u>

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Request for approval of a new contract with FoodService Partners LLC,, to secure pre-made meals on a temporary basis at Laguna Honda Hospital for a four to six month period during the term of October 1, 2020 to December 31, 2021 (1 year, 3 months). The total proposed contract amount is \$3,000,000 which includes a contingency amount of \$211,878.

Profit Non-Profit LBE RFP – Number: 30-2019 Date: 12/23/2019
 New Renewal Mod Sole Source

Number of years DPH has been doing business with this organization: 0

<u>CONTRACT INFORMATION:</u>	<u>Prior Transaction</u> (new)	<u>Proposed Transaction</u> 10/1/2020 – 12/31/2021	<u>Annualized Difference</u>
Funding Sources:			
General Fund	-\$0-	\$2,788,122	\$2,788,122
TOTAL DPH REVENUES	-\$0-	\$2,788,122	\$2,788,122
Contingency Amount	-\$0-	\$211,878	\$211,878
CONTRACT TOTAL	-\$0-	\$3,000,000	\$3,000,000
<i>ANNUAL AMOUNT OF CONTRACT (estimate)</i>	<i>-\$0-</i>	<i>\$2,230,497</i>	<i>\$2,230,497</i>
Agency Funds	-\$0-	-\$0-	-\$0-
Contract FTE		N/A	N/A

PROPOSED:

Mode(s) of Service & Unit of Service Definition	No. of Clients	Number	Unit Cost
	<u>2,205</u> Duplicated <u>N/A</u> Unduplicated	of Units	

1 unit of service = 1 completed meal

1 unit of service = 1 completed optional item

Mains Budgeted amount (\$2,488,122)

	2,205 Duplicated N/A Unduplicated	Number of Units Total Meals (2,205 daily meals x 180 days)	Unit Cost
Breakfast		132,300	\$6.20
Lunch		132,300	\$6.20
Dinner		132,300	\$6.20
Optional Menu Items Budgeted amount (\$300,000)			
Soup 9(Lentil)		varies	\$2.42
Salad (Greek Feta)		varies	\$6.27
Dessert (Cake Angelfood)		varies	\$2.15
Sandwich (SW Chicken Croissant)		varies	\$4.91
(complete list includes many other items)			

Explanation of Service Change and Variances:

This is a new contract.

Monitoring Report/Program Review & follow-up:

The contract will be monitored in accordance with all applicable Departmental procedures through Laguna Honda Hospital.

Nondiscrimination and Cultural Competency:

If required, the Contractor will participate in the cultural competency requirements for the upcoming year.

Other Significant Issues:

FoodService Partners (FSP) is a for-profit business established in 1998 in San Francisco, CA.

The kitchen at Laguna Honda Hospital (LHH) needs repair work to its floors which will be carried out by Department of Public works (DPW). During repairs, the kitchen will be unavailable for use and meals for residents must be prepared off-site and delivered to LHH on a temporary basis. As soon as repairs are completed and the kitchen is again available for use, the services provided by this contract will come to a halt and will not be renewed. Repairs are anticipated to take approximately 4-6 months sometime during the period of 10/1/20-12/31/21, the term of this contract.

Food Service Partners (FSP), LLC will prepare and deliver pre-made meals to Laguna Honda Hospital (LHH) residents while the LHH kitchen floor is being remodeled. FSP will work with LHH Dietitians to provide therapeutic meals tailored to patients' nutritional needs, providing support as needed for menu planning and ordering, and utilizing LHH's existing food and nutrition management system.

FoodService Partners LLC was selected under RFQ 30-2019. These services were previously administered by City employees on-site at Laguna Honda Hospital and will be again after kitchen repairs are complete.

Listing of Board of Directors, Owners of 10% or More of the Firm, and Executive Director

Board of Directors:

Angelo Bizzarro, Chairman and CEO
Robert Dunn, President
Daniel Altobello

Owners of 10% or more of the Firm:

Angelo Bizzarro
Robert Dunn
Daniel Altobello

Recommendations:

The Department recommends approval of this contract.