



COMMISSIONERS COURT CONTRACT FORM

CONTRACT SUMMARY

Approve and authorize the County Judge to sign an Amendment to the Congregate and Home Delivered Meals Agreement with Selrico Services, Inc. to include a meal cost rate for purchase of shelf stable meals necessary to respond surge in demand for home delivered meals since the COVID19 pandemic crisis began. Funds are available GNUTRITM20-600000-601400-601401
(Contract No. 2019-0158)

ADDITIONAL BACKGROUND:

County Nutrition Program and Selrico developed a menu that incorporated a combination of pre-cooked frozen meals and purchased shelf-stable meals for distribution. In the rush to respond quickly to the high demand, Community Services staff approved the combined menu and authorized the purchase of shelf-stable meals before realizing that the provision for shelf stable meals were not accounted for in the vendor's original agreement. This amendment is necessary to adjust the pricing section of the agreement to include the provision and cost of shelf stable meals so that Selrico can get reimbursed for the shelf-stable meals that have already been purchased and distributed to our program participants.

While all senior centers are closed until further notice, the meal service has continued in a "curb-side" drive up distribution. The use of shelf stable meals has enabled Selrico and the County's Nutrition Program to meet the demands of the program. The continued use of shelf stable meals may continue to be necessary as long as our program's demand continues to increase during this crisis. Because the cost of these meals may fluctuate due to the current high demand for shelf-stable meals across the country, a price range of \$5.31/meal, not to exceed \$6.25/meal, is incorporated in the amended agreement for reimbursement flexibility.

FISCAL IMPACT:

Fiscal impact of all shelf stable meals purchased to date is \$313,720. Funds are available in COSG-7184-0002020-431-40-11070-0001-00000-600000
GNUTRITM20-600000-601400-601401

PRIOR COURT ACTION:

April 8, 2019, Item# 16, 2019-0158

RECOMMENDATION:

Approve and authorize the County Judge to sign an Amendment to the Congregate and Home Delivered Meals Agreement with Selrico Services, Inc. to include a meal cost rate for purchase of shelf stable meals necessary to respond surge in demand for home delivered meals since the COVID19 pandemic crisis began. Funds are available GNUTRITM20-600000-601400-601401
(Contract No. 2019-0158)

BASIC CONTRACT DETAILS

CONTRACT NO.: 2020-0486

CONTRACT TITLE: Nutrition / Congregate and Home Delivered Meals (HDM) / Services Agreement / Amendment 1 -of COVID19 shelf stable meal purchases

SECOND PARTY: Selrico Services, Inc.

CONTRACT TYPE: Contract Modification

TERM AND BUDGET DETAILS

TERM:

EXTENSION OPTIONS:

EFFECTIVE DATE:

MOD EFFECTIVE DATE (If Applicable):

EXPIRATION DATE:

MOD EXPIRATION DATE (If Applicable):

EXTENSION DEADLINE DATE (If Applicable):

AMOUNT:

MOD AMOUNT (If Applicable):

APPROVALS

COUNTY ATTORNEY APPROVAL

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY: Rene Flores

LEGAL REVIEW: Approved as to Form as Submitted

LEGAL REVIEW NOTES (If Applicable):

DATE: 6/23/2020

DIRECTOR/DEPARTMENT HEAD APPROVAL

The undersigned hereby certifies that he/she has read the contract, understands and approves the contract terms and conditions and further certifies that the contract conforms to the bid specification, if any, and acknowledges that he/she is responsible for administering all terms and conditions.

DIRECTOR/DEPARTMENT HEAD/DESIGNEE: Irene G. Valenzuela

DEPARTMENT CONTACT: Rosalva Hernandez

DEPARTMENT: Community Services

DATE: 06/24/2020