



Agenda Item Number

7.

S&DS Food Production & Delivery Contractor Selection

Date: April 25, 2024

Presenter: Brenda Moore

Action Recommended: Approve Selection of Contractor for Food Service & Delivery

BACKGROUND: LCOG is a partner in an interagency consortium with NorthWest Senior & Disability Services and Oregon Cascades West Council of Governments to procure food service and delivery for the congregate meal sites and home delivered meal programs in a seven-county area. The three agencies developed a common set of service specifications based on program needs and Community Services and Supports Unit (Formerly the State Unit on Aging) Program Standards for Older Americans Act Congregate and Home Delivered Meals. The consortium released a Request for Proposal in December of 2023 as our current contract terminates June 30, 2024. We received on proposal from TRIO Community Meals, our current contractor.

PROGRAM OVERVIEW: The Food Service Provider (TRIO) operates the Consortium kitchens located in Salem, Newport and Eugene. LCOG leases and equips the Eugene kitchen and sub-leases it to the Food Service Provider. The Eugene kitchen produces meals for all 9 Lane County sites operated by S&DS' Senior Meals Program in addition to the Eugene Meals on Wheels Contractor, FOOD for Lane County. The Food Service Provider plans the menu; hires, trains, and supervises all kitchen staff; purchases raw food; prepares it according to specifications based on standardized recipes; delivers food in LCOG vehicles to the sites where the meals are served or packaged for home delivery by our staff and volunteers; and maintains our kitchen equipment.

BUDGET: This contract is funded through Older Americans Act, Medicaid, State Plan Personal Care, Oregon Project Independence, grants, and fundraising dollars. This contract is based on a unit rate scale which is determined by the total number of meals served by the Consortium per day in a month. Based on the volume of meals the consortium is projecting to serve in FY25, the rates in the FY25 contract with the Food service Provider are below:

FROZEN			HOT		
Daily Scale (Monthly)			Daily Scale (Monthly)		
From	To	Price	From	To	Price
1,280	and above	5.49	1,280	and above	5.17
1,260	1,279	5.51	1,260	1,279	5.19
1,240	1,259	5.53	1,240	1,259	2.21
1,220	1,239	5.55	1,220	1,239	5.23
1,200	1,219	5.57	1,200	1,219	5.25
1,180	1,199	5.59	1,180	1,199	5.27
1,160	1,179	5.61	1,160	1,179	5.29
1,140	1,159	5.63	1,140	1,159	5.31
1,120	1,139	5.65	1,120	1,139	5.33
1,100	1,119	5.67	1,100	1,119	5.35
1,080	1,099	5.69	1,080	1,099	5.37
1,060	1,079	5.71	1,060	1,079	5.39
1,040	1,059	4.73	1,040	1,059	5.41
1,020	1,039	5.75	1,020	1,039	5.43
1,000	1,019	5.77	1,000	1,019	5.45
980	999	5.79	980	999	5.47
960	979	5.81	960	979	5.49
940	959	5.83	940	959	5.51
920	939	5.85	920	939	5.53
900	919	5.87	900	919	5.55
880	899	5.89	880	899	5.57
860	879	5.91	860	879	5.59
840	859	5.93	840	859	5.61

RECOMMENDATION:

S&DS, the Procurement & Monitoring Committee, the Senior Services Advisory Council, and Disability Services Advisory Council recommends the selection of TRIO Community Meals as the contractor for Food Service and Delivery through the consortium contract with the option of amending the contract period of performance for up to an additional four (4) years, with NWSDS as the lead agency in the Food Service Consortium and NWSDS contract with TRIO for the provision of food services for FY25 (July 1, 2024 – June 30, 2025) using the scales attached to determine the monthly meal rate.

Suggested Action: Motion to Select Trio as the Contractor for Food Service and Delivery through the consortium contract with the specifications listed above.