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COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

November 27, 2012

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

Re: 2013 Stay Fit (Congregate) Dining Food Preparation and Delivery Contract

Dear Honorable Members:

The Department of Senior Services (Senior Services) is requesting authorization to contract with Meals on Wheels for Western New York, Inc. (MoW WNY) for the preparation and delivery of food for the Stay Fit Dining Program (Congregate Dining). This proposed resolution authorizes the County Executive to enter into such a contract for the period of January 1, 2013 through December 31, 2013.

Should your Honorable Body require further information, I encourage you to contact Commissioner Ellen Grant at the Department of Senior Services. Thank you for your consideration on this matter.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

Enclosure
MCP/lb

cc: Ellen Grant, Commissioner, Department of Senior Services

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Senior Services
Re: 2013 Stay Fit (Congregate) Dining Food Preparation and Delivery Contract
Date: November 27, 2012

SUMMARY

This proposed resolution authorizes the County Executive to enter into a contract with Meals on Wheels for Western New York, Inc. for the preparation and delivery of food for the Stay Fit Dining Program for the period of January 1, 2013 through December 31, 2013.

FISCAL IMPLICATIONS

There is no fiscal impact to the 2013 Budget as a result of this resolution. Funds are available within the proposed 2013 Budget in the Grant Fund with a total appropriation for the program of $2,474,841 of which $1,174,794 is budgeted for meal preparation.

REASONS FOR RECOMMENDATION

The Division of Purchase advertised for bids for the 2013 contract according to standard County procedures and received only one bid in response. That bid was determined to be nonresponsive based upon exceptions submitted with the bid; in addition, the bid price was 70% higher than the current contract price under the same vendor. The vendor's proposed price was not sustainable for the program. It is impracticable to re-advertise for bids before the expiration of the current contract on December 31, 2012. Uninterrupted continuaton of this program is necessary to promote the life, health and safety of the senior citizens of Erie County.

BACKGROUND INFORMATION

The Stay Fit Dining Program, also known as the Congregate Dining Program, serves approximately 349,000 meals annually to senior citizens in Erie County. Approximately 1,300 hot meals are served at lunch time at 44 senior dining sites throughout the County daily. The current contract for food preparation and delivery expires December 31, 2012.

CONSEQUENCES OF NEGATIVE ACTION

The Stay Fit Dining Program would be discontinued December 31, 2012, leaving approximately 1,300 senior citizens without meal service each day.

STEPS FOLLOWING APPROVAL

The County will execute a contract with Meals on Wheels for Western New York, Inc. for the preparation and delivery of food for 2013.

A RESOLUTION SUBMITTED BY:
DEPARTMENT OF SENIOR SERVICES

RE: 2013 Stay Fit Dining Food Preparation and Delivery Contract

WHEREAS, the Stay Fit Dining Program, also known as the Congregate Dining Program, serves approximately 349,000 meals annually to senior citizens in Erie County by providing hot meals at lunch time at 44 senior dining sites throughout the County to approximately 1,300 seniors daily; and

WHEREAS, the current contract for food preparation and delivery expires December 31, 2012; and

WHEREAS, the Division of Purchase advertised for bids for the 2013 contract according to standard County bid procedures and received only one bid in response; and

WHEREAS, the sole bidder was determined to be nonresponsive based upon exceptions submitted with its bid and the fact that its bid price represented a 70% increase in cost over the existing contract; and

WHEREAS, the sole bidder was notified that no award was made with respect to the 2013 contract; and

WHEREAS, uninterrupted continuation of this program is necessary to promote the life, health and safety of the senior citizens of Erie County; and

WHEREAS, Meals on Wheels of Western New York, Inc. has partnered with Erie County for decades to provide meals to thousands of homebound senior citizens and has expressed a willingness to fill this crucial need; and

WHEREAS, there is no local share fiscal impact to this resolution.

NOW, THEREFORE, BE IT

RESOLVED, that pursuant to section 3.07(b) of the Erie County Administrative Code, the Erie County Legislature hereby makes a determination that it is impracticable to re-advertise for bids the supply of meals for the congregate dining program since these services must be provided without interruption, and be it further

RESOLVED, that authorization is provided for the County Executive to execute a contract with Meals on Wheels for Western New York, Inc. in an amount not to exceed that funding set aside for the Stay Fit (Congregate) Dining Nutrition Program in the 2013 Proposed Budget for the period of January 1, 2013 through December 31, 2013 (total appropriation for the program of $2,474,841 of which $1,174,794 is budgeted for meal preparation); and be it further

RESOLVED, that certified copies of this resolution be transmitted to the County Executive, Deputy County Executive, Director of Budget and Management, Office of the Comptroller, and Commissioner of Senior Services.