



Mendocino County

Legislation Details (With Text)

File #: 21-0381 **Version:** 1 **Name:**

Type: Agreement **Status:** Consent Agenda

File created: 3/19/2021 **In control:** Health and Human Services Agency

On agenda: 4/6/2021 **Final action:**

Title: Approval of Retroactive Tenth Amendment to Agreement No. PH-19-078, PA No. 20-125 with Mendocino Cafe in the Amount of \$176,000 for a New Total of \$1,442,380 to Provide Meals to Homebound Seniors in the Town of Mendocino, CA and the Surrounding Area Due to the COVID-19 Pandemic through the Great Plates Delivered Program, Effective May 12, 2020 through a New End Date of June 30, 2021 (Original End Date March 31, 2021); and Delegation of Authority to the Purchasing Agent to Sign Amendments to the Agreement up to \$1,906,380 Total through June 30, 2021, to Allow Continuation of the Program at Current Levels (i.e., With No Increase to the Cost Per Meal and That Maintain a Weekly Average of \$37,884), Provided Said Amendments Are Reported to the Board of Supervisors

Sponsors: Health and Human Services Agency

Indexes:

Code sections:

Attachments: 1. Agreement 20-074-A5, 2. Original - Mendocino Cafe, \$49,500, SS AAS, 19-20 (COVID-19), PH-19-078, FISCAL

Date	Ver.	Action By	Action	Result
4/6/2021	1	Board of Supervisors		

To: Board of Supervisors

From: Health and Human Services Agency

Meeting Date: April 6, 2021

Department Contact: Bekkie Emery

Phone: 463-7761

Department Contact: Jesse Vanvoorhis

Phone: 463-7981

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Approval of Retroactive Tenth Amendment to Agreement No. PH-19-078, PA No. 20-125 with Mendocino Cafe in the Amount of \$176,000 for a New Total of \$1,442,380 to Provide Meals to Homebound Seniors in the Town of Mendocino, CA and the Surrounding Area Due to the COVID-19 Pandemic through the Great Plates Delivered Program, Effective May 12, 2020 through a New End Date of June 30, 2021 (Original End Date March 31, 2021); and Delegation of Authority to the Purchasing Agent to Sign Amendments to the Agreement up to \$1,906,380 Total through June 30, 2021, to Allow Continuation of the Program at Current Levels (i.e., With No Increase to the Cost Per Meal and That Maintain a Weekly Average of \$37,884), Provided Said Amendments Are Reported to the Board of Supervisors

Recommended Action/Motion:

Approve retroactive tenth Amendment to Agreement No. PH-19-078, PA No. 20-125 with Mendocino Cafe in

the amount of \$176,000 for a new total of \$1,442,380 to provide meals to homebound seniors in the town of Mendocino, CA and the surrounding area due to the COVID-19 pandemic through the Great Plates Delivered program, effective May 12, 2020 through a new end date of June 30, 2021 (original end date March 31, 2021); delegate authority to the Purchasing Agent to sign amendments to the Agreement up to \$1,906,380 total through June 30, 2021, to allow continuation of the program at current levels (i.e., with no increase to the cost per meal and that maintain a weekly average of \$37,884), provided that said amendments are reported to the Board of Supervisors; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

June 10, 2020, Item 4(ah), First Amendment, BOS Agreement No. 20-074 (\$50,000);
July 14, 2020, Item 4(n), Second Amendment, BOS Agreement No. 20-074-A1 (\$60,000);
August 18, 2020, Item 4(y), Third Amendment, BOS Agreement No. 20-074-A2 (\$120,000);
September 22, 2020, Item 4(r), Fourth Amendment, BOS Agreement No. 20-074-A3 (\$110,000);
October 20, 2020, Item 4(l), Fifth Amendment, BOS Agreement No. 20-074-A4 (\$154,000).

Summary of Request:

On April 24, 2020, Mendocino County Health and Human Services Agency (HHSA) became aware of available state funding for the “Great Plates Delivered” program, a meal delivery service for California’s older adults. Mendocino County HHSA immediately pursued this funding opportunity, and coordinated with state agencies, in addition to local restaurants, to launch the “Great Plates Delivered” program for the benefit of Mendocino County. The Great Plates Delivered program utilizes the Federal Emergency Management Agency (FEMA) Emergency Feeding Program Framework, which has a standard federal reimbursement of 75% of costs. Initially, California Office of Emergency Services (CalOES), in partnership with the California Department of Aging (CDA), contributed an additional 18.75% reimbursement, which resulted in an estimated county cost share of 6.25% of costs. In January 2021, by executive order from President Biden, the FEMA reimbursement amount was increased to 100% of eligible costs, effectively eliminating the county cost share; this order was retroactive to March 2020. The program has established restaurant meal reimbursement amounts of up to \$66 per day, per person served.

Great Plates Delivered has two purposes: 1) To help seniors (65+) and other adults (60-64) at high risk from COVID-19, (having documented exposure to COVID-19 or underlying health condition) to stay home and stay healthy by delivering three nutritious meals a day; and 2) To provide essential economic stimulus to local businesses struggling to stay afloat during the COVID-19 crisis.

HHSA originally coordinated with five restaurants to prepare and deliver up to three meals a day to local homebound seniors. Over the previous months, and with positive response from the community, HHSA coordinated with five additional restaurants to provide meals within Mendocino County. Mendocino Cafe has agreed to provide services to program participants in the town of Mendocino, CA and the surrounding area.

This item requests execution of a tenth amendment to the Great Plates Delivered contract with Mendocino Cafe. The Board of Supervisors approved amendments to the initial \$49,500 contract beginning on June 10, 2020. On October 20, 2020, after previous discussion at the Board meeting on September 22, 2020, the Board of Supervisors granted additional authority to the Purchasing Agent to execute amendments up to \$1,266,380 through March 31, 2021. This dollar amount, established in September 2020, was based on an anticipated weekly average expense amount, which was calculated using the number of participants assigned to the restaurant at that time, which was 68. Currently, Mendocino Cafe has 82 participants, which will result in an anticipated weekly average invoice amount of \$37,884, when using an average of \$66 per person, per day.

Additionally, the proposed amendment will increase the current contracted amount from \$1,266,380 to \$1,442,380, which exceeds the authority originally given to the Purchasing Agent. Therefore, HHSA requests that the Board of Supervisors delegate authority to the Purchasing Agent to continue to sign amendments up to \$1,906,380 through June 30, 2021, to align with ongoing need for the program and the community’s increased participation. This maximum amount is calculated at the weekly average invoice amount of \$37,884 with approximately 3.14% added for cushion. To date, the state has extended the program monthly, and HHSA

expects the state will continue to extend the program during the ongoing COVID-19 pandemic. Short notifications from the state, however, have caused hardships for the restaurants as they are forced to provide food and services without payment while amendments are being executed. These late notifications from the state are the reason the amendments, including the one proposed today, have been retroactive. Delegation of signing authority will allow more timely processing and faster turnaround times for payments to restaurants providing services through the Great Plates Delivered Program.

Alternative Action/Motion:

Return to staff for alternative handling.

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: [HTTPS://COVID19.CA.GOV/RESTAURANTS-DELIVER-HOME-MEALS-FOR-SENIORS/](https://COVID19.CA.GOV/RESTAURANTS-DELIVER-HOME-MEALS-FOR-SENIORS/)

Fiscal Details:

source of funding: IG

current f/y cost: \$1,906,380 through June 30, 2021

annual recurring cost: N/A

budget clarification: FEMA will reimburse 100% of the County's eligible costs for the Great Plates Delivered program.

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Darcie Antle, Deputy CEO

CEO Review: Yes

CEO Comments:

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Executed By: Atlas Pearson, Deputy Clerk I

Date: April 6, 2021

Note to Department Number of Original Agreements Returned to Dept: 0 Original Agreement Delivered to Auditor? No

Final Status: Approved

Executed Item Type: Agreement Number: 20-074-A5

