

**CITY OF SAN ANTONIO  
INTERDEPARTMENTAL MEMORANDUM  
DEPARTMENT OF COMMUNITY INITIATIVES**

**TO:** Mayor and City Council

**FROM:** Dennis J. Campa, Director, Department of Community Initiatives

**THROUGH:** Terry M. Brechtel, City Manager

**COPIES:** Frances A. Gonzalez, Assistant to the City Manager; Finance Department; City Attorney's Office; Office of Management and Budget; File

**SUBJECT:** **ORDINANCE AUTHORIZING THE EXECUTION OF A VENDOR AGREEMENT WITH THE ALAMO AREA COUNCIL OF GOVERNMENTS (AACOG) FOR HOME DELIVERED MEALS AND HOMEMAKER SERVICES**

**DATE:** November 21, 2002

**SUMMARY AND RECOMMENDATION**

This ordinance authorizes the execution of a vendor agreement with the Alamo Area Council of Governments (AACOG), Bexar Area Agency on Aging (BAAA) allowing the Department of Community Initiatives, Elderly and Disabled Services Division, to provide home delivered meals and homemaker services to the elderly reimbursable on a fee-for-services basis for the period beginning October 1, 2002 and ending September 30, 2003. The ordinance also authorizes the establishment of a fund for the project.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

The Alamo Area Council of Governments (AACOG), Bexar Area Agency on Aging (BAAA) has established a Direct Purchase of Services program designed to promote the development of a comprehensive and coordinated service delivery system to meet the needs of Bexar County's elderly population, age 60 and over. According to Census 2000, Bexar County's elderly population, age 60 and over, is 190,394; 156,495 (82%) reside in the City of San Antonio.

In developing a comprehensive and coordinated service delivery system, the BAAA has incorporated the use of vendor agreements to purchase in-home support and other services reimbursable on a fee-for-services basis. Vendor agreements provide a mechanism for creating an integrated network of community resources, which enhances inter-agency communication and coordination and prevents duplication of services. The BAAA refers elderly clients for services to contracted vendors on an as needed basis.

The Department of Community Initiatives, Elderly and Disabled Services Division, currently provides home delivered meals to the elderly through the Comprehensive Nutrition Project (CNP) and homemaker services through the City Homemaker Program. The CNP not only provides hot, nutritious meals to seniors in congregate settings, it also provides approximately 650 meals each day to homebound seniors. In FY 2002-2003, it is projected that the CNP will provide over 1 million meals to seniors in Bexar County. The City Homemaker Program currently provides homemaker services to approximately 100 elderly residents of San Antonio. Homemaker services consist of tasks such as, meal preparation, laundry, and other home management tasks. The Division has sufficient infrastructure and capacity to incorporate services under this vendor agreement within its established structure and programming.

### **POLICY ANALYSIS**

This ordinance reflects a continuation of existing City policy to apply for funds for services to improve the quality of life of senior citizens of San Antonio and Bexar County and assist them in maintaining independent living.

### **FISCAL IMPACT**

The table below shows the City's unit cost per service item and the reimbursement rate, which will be paid by AACOG. The City's cost per unit as presented includes expenses for assessment and referral services. Under this proposal, AACOG plans to provide these services. With AACOG assuming these costs, the reimbursement rates paid by AACOG will adequately cover the City actual cost of adding these units of service. The City of San Antonio could receive approximately \$76,000 in grant funding under this vendor agreement, if proposed services are fully utilized by the AACOG. Home delivered meals could generate up to \$51,000; homemaker services up to \$24,960.

<b>Service</b>	<b>Reimbursement Rate to COSA</b>	<b>AACOG Cost for Assessment and Referral</b>	<b>Total Cost Per Unit</b>
Home Delivered Meals	\$4.25	\$ .46	\$4.71
Homemaker Services	\$13.00	\$ .93	\$13.93

### **Performance Measurement**

Under this vendor agreement, in FY 2002-2003, the Elderly and Disabled Services Division will provide up to 1,000 home delivered meals monthly to 50 unduplicated elderly clients, and will provide up to 160 hours of homemaker services per month to 10 unduplicated elderly clients. Performance measures are predicated on AACOG maximizing this vendor agreement to its fullest.

### COORDINATION

The Department of Community Initiatives coordinated activities with the City Attorney's Office, Finance Department and the Office of Management and Budget.

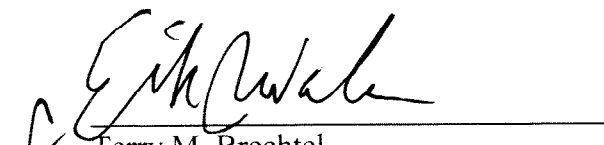
### SUPPLEMENTARY COMMENTS

Provisions of the Ethics Ordinance do not apply.

  
Dennis J. Campa  
Department Director

  
Frances A. Gonzalez  
Assistant to the City Manager

Approved:

  
Terry M. Brechtel  
City Manager