

**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 City Manager; Finance Department; City Attorney's Office; Office of Management and Budget; Purchasing and General Services; File

**SUBJECT:** Acceptance of a continuation grant from the Alamo Area Council of Governments for the Comprehensive Nutrition Project (CNP) and extending the contract of the current CNP meal vendor for one year.

**DATE:** September 23, 2004

**SUMMARY AND RECOMMENDATION**

- A. This ordinance authorizes the acceptance of a grant from the Alamo Area Council of Governments (AACOG) in the amount of \$1,677,092 for the continuation of the Comprehensive Nutrition Project (CNP) from October 1, 2004 through September 30, 2005. The ordinance further authorizes the execution of grant contracts; adopts a budget and approves a personnel complement. It further appropriates funds, authorizes execution of vendor and lease agreements with non-profit agencies for operation of senior nutrition sites and use of facilities and authorizes the acceptance of supplemental funds and authorizes the allocation of carry forward funds.
- B. This ordinance authorizes an extension of the contract between Selrico Services, Inc. and the City of San Antonio for an estimated amount of \$2,272,705 for meal preparation and delivery services for the twelve month period ending September 30, 2005.

These ordinances shall become effective immediately upon eight (8) affirmative votes. Staff recommends approval of these ordinances.

**BACKGROUND INFORMATION**

**AACOG Continuation Grant**

The Comprehensive Nutrition Project (CNP) was established in 1973, as an integral part of the Elderly and Disabled Services Division's continuum of services. Today, the City's CNP project is the largest senior nutrition congregate setting meal program in the State. The Department of Community Initiatives serves up to 4,000 daily meals to seniors.

The City' Department of Community Initiatives (DCI) operates the CNP using General Funds and Title III-C federal funds awarded in grants by the Texas Department on Aging (TDoA) through the Alamo Area Council of Governments (AACOG), with the CNP currently funded through

September 30, 2004. AACOG has indicated that grant funds of \$1,677,092 are available to the City to fund said Project beginning October 1, 2004 and ending September 30, 2005.

The City's 71 senior centers (Attachment A) serve as a community forum for seniors to gather and interact. Centers offer a variety of supportive services to seniors designed to promote active civic involvement and overall health. In FY 2004, the San Antonio Housing Authority (SAHA) requested the CNP program incorporate SAHA senior nutrition sites. As a result, the CNP program will expand services to eight additional new senior nutrition sites located at SAHA apartment sites. In FY 2004, the San Antonio Food Bank's, Project Hope expanded food security to senior residents by distributing through the CNP nutrition sites 50 pounds of nutritious food and related products per month. EDSO provides CNP services at City-owned facilities and contracts with non-profit and other agencies for operation of senior nutrition centers and use of governmental and non-governmental facilities.

CNP also provides meals to homebound seniors who have limited mobility that impairs their capacity to cook for themselves or travel to a nutrition site daily. Homebound seniors are also provided with nutrition education and a link to other social and rehabilitative services to prevent early institutionalization.

#### **Contract Extension**

On August 7, 2003, via Ordinance Number 97959, City Council accepted the Best Value Bid of Selrico Services, Inc. (SSI) to provide meal preparation and delivery services in connection with the CNP for the period October 1, 2003 through September 30, 2004. The contract allows for as many as three one year extensions.

Food quality issues were noted during the initial six months of the contract with SSI. DCI immediately addressed all issues and SSI corrected them. Since March, SSI has demonstrated substantial improvements in all areas of contract performance and DCI has received noticeably fewer quality complaints from seniors and center managers. Based on satisfaction surveys distributed monthly at each nutrition center, SSI is now consistently rated higher than the previous contractor and ratings continue to improve each quarter with nearly four out of five seniors rating the meals "Very Good" or "Good."

Under the existing contract, the Director of Purchasing may approve a contract extension if recommended by the Director of DCI. Since this contract is over \$1 million and has a large impact to the community, staff requests approval of the extension by City Council. On September 16, 2004, the Economic and Human Development Committee (EHDC) directed staff to bring the proposed one year contract extension to the full Council for consideration. The EHDC also directed staff to initiate a new solicitation process seeking proposals and to present its recommendation to Council by May 2005.

#### **POLICY ANALYSIS**

This ordinance addresses the core issue of safety net services and reflects a continuation of existing City policy to provide services that improve the quality of life of senior citizens in San Antonio and Bexar County and assist them in maintaining independent living. The AACOG grant, along with the City's General Fund match, will allow CNP to continue providing nutrition services to the elderly at 71 nutrition sites.

In FY 2004-2005, CNP will expand services to eight additional senior nutrition sites at San Antonio Housing Authority (SAHA) apartment sites. Approximately \$89,000 in additional funding will be received from AACOG to support the additional eight sites.

### **FISCAL IMPACT**

Historically, AACOG has made an annual grant award, then provided an initial funding allocation that is less than the total grant award. AACOG then subsequently supplements its initial allocations during the funding year as additional funds become available. AACOG's FY 2004 - 2005 grant award is \$1,566,199 with an initial grant allocation of approximately \$1,182,133 for congregate and home delivered meals. Performance measures are based on anticipated funding levels (Attachment B). Any future funding received during the fiscal year will be directed towards additional direct services. For FY 2004-2005, the COSA General Fund will match the grant at 69% of the program's total budget, based on AACOG's initial funding allocation.

### **COORDINATION**

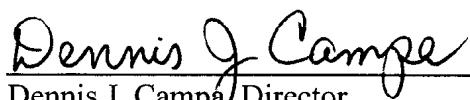
The Department of Community Initiatives coordinated activities with the City Attorney's Office, Office of Budget and Management, Purchasing and General Services, and the Finance Department.

### **SUPPLEMENTARY COMMENTS**

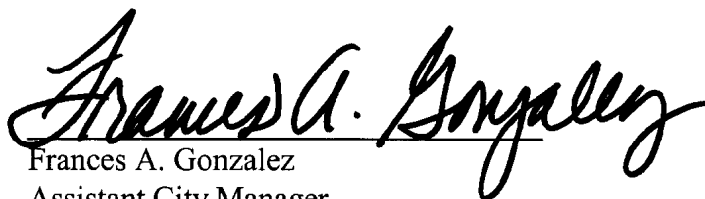
The City of San Antonio Discretionary Contracts Disclosure Form is attached.

Attachments:

- Attachment A: Listing of the City's 71 Nutrition sites
- Attachment B: CNP Initial Fiscal Year Funding and Performance History
- Attachment C: Discretionary Contracts Disclosure Form



Dennis J. Campa, Director  
Department of Community Initiatives



Frances A. Gonzalez  
Assistant City Manager

Approved:



Terry M. Brechtel  
City Manager

**Comprehensive Nutrition Project (CNP) Sites  
FY 2004-2005**

<b>Center</b>	<b>Address</b>	<b>Council District</b>
1. Casa de Amistad Apartments	155 De Chantle	1
2. Granada Senior Center	311 S. St. Mary's St.	1
3. <b>Kenwood Community Center</b>	305 Dora St.	1
4. Madonna Apartments	7710 Madonna	1
5. OP Schnabel Apartments	919 S. Main	1
6. <b>Our Lady of Sorrows Church</b>	3107 N. St. Mary's St.	1
7. <b>Sacred Heart Church</b>	2123 W. Commerce St.	1
8. <b>Salvation Army- Hope Center</b>	515 W. Elmira St.	1
9. <b>St. Agnes Catholic Church</b>	804 Ruiz St.	1
10. St. Henry's Catholic Church	1619 S. Flores	1
11. <b>St. Mary Magdalen Church</b>	1710 Clower	1
12. Walnut Apartments	3822 West Ave.	1
13. *West End Park Senior Center	1226 N. W. 18th St.	1
14. Bethany United Methodist	4102 Eisenhower	2
15. *Claude W. Black Center	2805 E. Commerce	2
16. <b>Comanche Park #2 (Aldersgate)</b>	2600 Rigsby	2
17. <b>Ella Austin Community Center</b>	1023 N. Pine	2
18. <b>New Mt. Pleasant</b>	1639 Hays St.	2
19. Roseville Apartments	4139 E. Houston St.	2
20. Villa O'Keefe Apartments	2106 S WW White Rd.	2
21. Fair Avenue Apartments	1215 Fair Ave.	3
22. Good Shepherd Lutheran Church	1630 Goliad Rd.	3
23. * <i>Harlandale Senior Center</i>	115 W. Southcross	3
24. * <i>Hope of Glory</i>	339 W. Hutchins	3
25. Matt Garcia Apartments	6114 Pecan Valley Dr.	3
26. <b>Mission San Jose</b>	701 E. Pyron	3
27. <b>Presa Senior Center</b>	3721 S. Presa St.	3
28. <b>St. Margaret Mary's Church</b>	1314 Fair Ave.	3
29. <b>Our Lady of Angels Catholic Church</b>	1212 Stonewall	4
30. * <i>South San Senior Center</i>	503 Lovett	4
31. * <i>St. Bonaventure Catholic Church</i>	1918 Palo Alto Rd.	4
32. <b>St. Vincent de Paul</b>	4222 SW Loop 410	4
33. Virginia Gill Community Center	7902 Westshire	4
34. <b>Christ the King Church</b>	2610 Perez St.	5
35. <b>Jardin de St. James</b>	420 Nunes	5
36. <b>Our Lady of Guadalupe Catholic Church</b>	1321 El Paso	5
37. <b>Palacio del Sol</b>	400 N. Frio	5
38. <b>San Juan De Los Lagos Church</b>	3231 El Paso St.	5
39. <b>St. Alphonsus Church</b>	1200 S. Rosillo	5
40. <b>St. Timothy Catholic Church</b>	1515 Saltillo	5

Center	Address	Council District
41. <b>Bethel Senior Center</b>	227 S. Acme Rd	6
42. O'Keefe Gardenbrook Apartments	8734 Gardenbrook	6
43. <b>St. Jude's Catholic Church</b>	130 S. San Augustine Ave.	6
44. Villa Alegre Apartments	6902 Marbach	6
45. Casa de Esperanza Apartments	8886 Abe Lincoln	7
46. Frio Crossing Apartments	3500 Camino Real	7
47. <b>Holy Family Catholic Church</b>	152 Florencia	7
48. Legacy @ Ingram	5803 Ingram	7
49. Nueces Bend Apartments	3503 Camino Real	7
50. Pin Oak	7190 Oaklawn	7
51. <b>Salvation Army- Peacock Center</b>	2810 W. Ashby St.	7
52. Oxford Methodist Church	9655 Huebner Rd.	8
53. <b>St. Matthews Catholic Church</b>	10703 Wurzbach	8
54. Pecan Hill Apartments	1600 W. Lawndale	9
55. St. Anthony de Padua	102 Lorenz	9
56. Legacy @ O'Connor	13842 O'Connor	10
57. <i>*Rolling Oaks Baptist Church</i>	6401 Wenzel @ Toepperwein	10
58. <i>*St. Andrew's United Methodist</i>	722 Robinhood	10
59. Crestview Baptist	8101 Eaglecrest	County
60. <i>*El Carmen Senior Center</i>	18555 Leal Rd.	County
61. <b>Meadowood Acres</b>	12703 Cinco de Mayo	County
62. <b>Somerset Senior Center</b>	19375 "K" St., Somerset, TX	County
63. <b>St. Anthony Catholic Church</b>	16432 Kilowatt, Elmendorf, TX	County

\* Asterisk Sites - denote Senior Nutrition Centers operated by City Staff

"**BOLDED**" Sites - denote Senior Nutrition Centers with vendor agreements for site operations

*"Italicized"* Sites - denote Senior Nutrition Centers with lease agreements for use of facilities

SAHA Proposed Additional New Centers Opening October 1, 2004	Address	Council District
64. Blanco Apartments	906 W. Huisache	1
65. Parkview Apartments	114 Hickman St.	1
66. Victoria Plaza Apartments	411 Barrera	1
67. Villa Tranchese Apartments	307 Marshall St.	1
68. Sun Park Apartments	4523 Lavendar Lane	2
69. George Cisneros Apartments	3003 Weir Ave.	5
70. Jewett Circle Apartments	425 SW 34 <sup>th</sup> St.	6
71. Sunshine Plaza Apartments	455 E. Sunshine	7

**CNP Initial Fiscal Year Funding and Performance History**

<b>Funding</b>	<b>FY 02-03</b>	<b>FY 03-04</b>	<b>Projected FY 04-05</b>
AACOG Revenue	\$1,129,901	\$1,093,133	\$1,182,133
City General Fund	\$2,642,580	\$2,642,580	\$2,642,580
Total CNP Revenue	\$3,772,481	\$3,735,713	\$3,824,713
<b>Performance Measurement</b>			
Total Meals Served	894,827	*916,722	974,574
Average Daily Meals Served	3,428	3,512	3,734
Unduplicated Clients	7,149	7,317	7,779

\* Estimated for FY 03-04

# Discretionary Contracts Disclosure Form