

August 4, 2020

**R-30**

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**RECOMMENDATION:**

Receive and file purchase orders with CM76 Restaurant Group, dba Pier 76; 5000 Pies, Inc., dba 5000 Pies; Taboon Mediterranean, LLC, dba Taboon Mediterranean; Two Sis and Three Bros, LLC, dba Bahn Thai Restaurant; Michael's Pizzeria Promenade, LLC, dba Michael's Downtown; El Paisa, LLC, dba El Paisa Restaurant; Restauration LB, dba Restauration; So Good and Delicious, LLC, dba Bebot Filipino Soul Food; The 908, LLC, dba The 908; TGIS Catering Services; Lavonne Beverly, dba Onell's Comfort Kitchen; Mary's Long Beach, Inc., dba Hamburger Mary's Long Beach; Egg Heaven, LLC, dba Egg Heaven Café; DJC Foods, Inc., dba Starling Diner; Little Brass Café Express, LLC, dba The Little Brass Café Express; La Guanaquita Restaurant, LLC, dba La Guanaquita Restaurant, all in Long Beach, CA, for Great Plates Delivered senior meal delivery program services, in an aggregate amount not to exceed \$424,601, made pursuant to Chapters 2.69 and 2.85 of the Long Beach Municipal Code (LBMC) and in response to the proclaimed emergency for COVID-19; and,

Adopt Specifications No. RFP CM20-058 and award contracts to CM76 Restaurant Group, dba Pier 76; 5000 Pies, Inc., dba 5000 Pies; Taboon Mediterranean, LLC, dba Taboon Mediterranean; Two Sis and Three Bros, LLC, dba Bahn Thai Restaurant; Michael's Pizzeria Promenade, LLC, dba Michael's Downtown; El Paisa, LLC, dba El Paisa Restaurant; Restauration LB, dba Restauration, So Good and Delicious, LLC, dba Bebot Filipino Soul Food, The 908, LLC, dba The 908, TGIS Catering Services; Lavonne Beverly, dba Onell's Comfort Kitchen; Mary's Long Beach, Inc., dba Hamburger Mary's Long Beach; Egg Heaven, LLC, dba Egg Heaven Café; DJC Foods, Inc., dba Starling Diner; Little Brass Café Express, LLC, dba The Little Brass Café Express; La Guanaquita Restaurant, LLC, dba La Guanaquita Restaurant, all in Long Beach, CA, for Great Plates Delivered senior meal delivery program services, in an aggregate amount not to exceed \$1,600,000, with a contingency for an additional \$2,500,000, for a period of one month, with the option to renew for three additional one month periods based on program extensions from the state, at the discretion of the City Manager; and authorize the City Manager, or designee, to execute all documents necessary to enter into contracts, including any necessary amendments. (Citywide)

**DISCUSSION**

City Council approval is requested to enter into contracts with the providers outlined in the recommendation for Great Plates Delivered senior meal delivery program services.

HONORABLE MAYOR AND CITY COUNCIL

August 4, 2020

Page 2

On April 24, 2020, Governor Gavin Newsom announced the launch of a first-in-the-nation "Great Plates Delivered" program, a meal delivery service for California's older adults. Great Plates Delivered has two purposes: (1) help older adults at high risk from COVID-19 to stay home and stay healthy by delivering three nutritious meals a day; and, (2) Provide essential economic stimulus to local businesses struggling to stay afloat during the COVID-19 crisis.

A Request for Proposals (RFP) was released on May 19, 2020, to solicit proposals from qualified restaurants, and 306 potential proposers were notified of the opportunity. Of those proposers, 262 downloaded the RFP document via the City's electronic bid system. The RFP document was made available from the Purchasing Division, located on the sixth floor of City Hall, and the Division's website at [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing). An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 28 local, minority-owned, and women-owned business groups. There were 189 proposals received by the May 21, 2020 deadline. Of those proposers, 90 were Minority-owned Business Enterprises (MBEs), 95 were Women-owned Business Enterprises (WBEs), 144 were certified Small Business Enterprises (SBEs), and 106 were Long Beach businesses (Local).

A selection committee, consisting of five representatives from the City Manager's Office, Health and Human Services and Economic Development Departments, and representatives from the Emergency Operations Center, evaluated the proposals in accordance with the following eligible criteria and preferences:

- Businesses locally-owned and operated;
- Commitment to prioritizing local jobs and worker retention;
- Ability to abide by workplace health and safety standards;
- Ability to abide by the Los Angeles Department of Public Health nutrition guidelines;
- Ability to certify that all workers are following government guidelines for safe food handling preparations during COVID-19;
- Ability to source food supplies locally (if able);
- Ability to provide nutritious food options that can be adjusted to a broad spectrum of dietary restrictions;
- Ability to provide a competitive volume of food service;
- Conformance with the terms of the RFP; and,
- Reasonableness of cost.

Based on these criteria, the selection committee determined the aforementioned businesses of Long Beach were the best suited for meal delivery services.

On March 10, 2020, the City Council recognized that an emergency did exist and unanimously passed a Resolution ratifying the City Manager's Proclamation of a Local Emergency and the Public Health Officer's Declaration of Local Health Emergency due to COVID-19. Pursuant to the authority in Chapters 2.69 and 2.85 of the LBMC, the City Manager has the authority to approve purchases up to \$1,000,000 for goods or services related to a proclaimed emergency.

To quickly address community needs, purchase orders totaling \$424,601 have been placed under the City Manager's emergency purchasing authority, and the requested contracts will continue this work now that the program has been extended.

This matter was reviewed by Deputy City Attorney Sarah E. Green, Deputy Finance Director Sandy Tsang-Palmer, and Budget Analysis Officer Julissa José-Murray on June 16, 2020.

### TIMING CONSIDERATIONS

City Council action to adopt Specifications No. CM20-058 and award contracts concurrently is requested on August 4, 2020, to ensure the contracts are in place expeditiously.

### EQUITY LENS

As requested by the City Council on April 21, 2020, staff incorporated the Equity Toolkit to guide the proposed community and economic support included in this recommendation. The equity framework for the Great Plates initiative is largely defined by the programmatic guidelines set by FEMA and the State of California. This framework defines eligibility as:

- Individuals who are 65 or older, or 60-64 and at high-risk as defined by the CDC;
- Individuals must live alone or with one other program-eligible adult;
- Participants must not be currently receiving assistance from other state or federal nutrition assistance programs;
- Participants must earn no more than 600 percent of the federal poverty limit; and,
- Individuals must affirm an inability to obtain or prepare meals.

While adhering to the eligibility requirements is necessary to ensure program expenditures are reimbursed by FEMA, staff has incorporated a tremendous amount of education and outreach to ensure community members that do not qualify for Great Plates are directed to resources they do qualify for that can positively impact their well-being.

### FISCAL IMPACT

The total aggregate contract costs will not exceed \$4,524,601, inclusive of the \$2,500,000 contingency. The program has a cap of up to 600 participants per day, with 344 currently enrolled. Program costs account for three daily meals, inclusive of delivery and administration. Contingency costs account for any increases in participants up to the maximum enrollment and potential extension of the program due to COVID-19.

The City has applied and received approval for the program under its FEMA Application for Public Assistance for COVID-19. FEMA will reimburse the City up to 75 percent of unbudgeted eligible costs for the program. A local cost match of 25 percent is required. Of this match, 18.75 percent is expected to be offset through an award from the State of California under the California Disaster Assistance Act. The remaining 6.25 percent of the match is currently unbudgeted. An appropriation increase will be requested at the end of the fiscal year, once costs and appropriation needs are finalized.

HONORABLE MAYOR AND CITY COUNCIL

August 4, 2020

Page 4

This recommendation has a staffing impact of various City staff reassigned to the Emergency Operation Center for COVID-related response efforts. The program has infused over \$400,000 into the Long Beach economy to date.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:



THOMAS B. MODICA  
CITY MANAGER