

Interoffice Memorandum



APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS
JUL 08 2014 *NPKH*

AGENDA ITEM

June 11, 2014

TO: Mayor Teresa Jacobs
and
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director *Lonnie C Bell Jr*
Family Services Department

FROM: Sonya Hill, Acting Manager
Head Start Division
Sonya Hill
Contact: Sonya Hill, (407) 836-7409
Khadija Pirzadeh, (407) 836-8912

SUBJECT: Meal Service Agreement between Orange County, Florida
and School Board of Orange County, Florida
regarding School Food Service
BCC Meeting 7/8/14 Consent Agenda /All districts

The Head Start Division requests Board approval of the Meal Service Agreement between the School Board and Orange County, Florida. This agreement will amend the previous Meal Agreement which was approved by the Board on July 16, 2013. The Head Start Program will no longer operate at Lake Weston Elementary School. The children will be relocated to Richmond Heights Head Start. This agreement will allow the School Food Service to provide Head Start children with nutritional meals at Richmond Heights Head Start.

The Florida Childcare Food Program funds in the amount of \$ 10,100 will be used to cover the cost of meals. The term of this agreement is from August 18, 2014 through September 30, 2014. The County Attorney's Office and Risk Management Division have reviewed this agreement for legality and compliance with County policy guidelines.

ACTION REQUESTED: Approval of Meal Service Agreement between Orange County, Florida and School Board of Orange County, Florida regarding School Food Service for Richmond Heights Head Start.

SH/kp

C: George A. Ralls, M.D., Acting Deputy County Administrator
Wanzo Galloway, Assistant County Attorney, County Attorney's Office
John Petrelli, Manager, Risk Management Division
Yolanda Brown, Manager, Fiscal Division, Family Services Department
Jamille Clemens, Grants Supervisor, Finance Division
Patria Morales, Grant Coordinator, Office of Management and Budget

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**Meal Service Agreement
 between
 Orange County, Florida
 and
 School Board of Orange County, Florida
 regarding School Food Service**

Name of Center: RICHMOND HEIGHTS HEAD START	Authorization No: S-734
Person to Contact: AVIS MCWHITE	Phone No.:
Address: 2500 BRUTON BLVD., ORLANDO, FL 32811	

The Orange County School Board, School Food Service agrees to furnish meals daily to the above Center for the period from: **August 18, 2014** to **September 30, 2014** except for holidays or other days of in-operation complete with required (x) paper products, (x) condiments, (x) milk pursuant to the following:

Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, elementary	80	\$1.32	\$105.60	8:30AM
Breakfast, adult	4	\$2.17	\$8.68	8:30AM
Lunch, elementary	80	\$2.02	\$161.60	11:30AM
Adult, lunch	4	\$3.17	\$12.68	11:30AM

The Orange County School Board, School Food Service agrees to:

- Ensure meals will meet the Meal Pattern for Elementary or Secondary Students.
- Provide meals in (X) bulk / unitized for breakfast, and (X) bulk/ unitized for lunch. Preference is bulk for breakfast and lunch.
- Prepare meals for (x) pick up by Center at the designated school Food Service at the time(s) indicated above.
- Provide meal count one week in advance; up to 10% change accepted one day before.
- Submit billing invoice for payment within 30 days to mailing address provided by Center.

Orange County, Florida, through its Head Start Division, agrees to pay for meals based on the above unit price(s) within thirty (30) days of receipt of invoice. **The Orange County School Board, School Food Service** warrants meals provided are safe and wholesome.

Each party agrees to defend, indemnify and hold harmless the other party, its officials and employees from all claims, actions, losses, suits, judgments, fines, liabilities, costs and expenses (including reasonable attorney's fees) attributable to its negligent acts or omissions, or those of its officials and employees acting within the scope of their employment, or arising out of or resulting from the indemnifying party's negligent performance under this agreement. Nothing contained herein shall constitute a waiver of sovereign immunity or the provisions of Section 768.28, Florida Statutes. The foregoing shall not constitute an agreement by either party to assure any liability for the acts, omissions and/or negligence of the other party.

If for any reason, this agreement is no longer desired, either party may terminate these services with a 2-week notification.

IN WITNESS WHEREOF, the Parties hereto have caused said agreement to be executed by their duly authorized officers.

By: [Signature] and Date 7/22/14
 Authorized Signature and Date

Teresa Jacobs, Orange County Mayor
 Title
 For: Orange County Head Start
 Child Care Center

[Signature]
 Title
 Chief Operations Officer
 County School Board, School Food Service

