



## Legislation Text

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**File #:** 2024-0485, **Version:** 1

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**Purchasing Type:** Change Order (CO)

**Public Hearing:** YES  NO

**Department:** Purchasing & Contracting

**AGENDA ITEM:**

**Commission District(s):** All

CO - Change Order No. 3 to Contract No. 1226949 Meal Services for Seniors: Provision of Congregate & Shelf-Stable Meals for Senior Centers (Annual Contract with 2 Options to Renew): for use by the Human Services Department (HS). This contract consists of the provision of congregate and shelf-stable meals for seniors in DeKalb County. This request seeks to increase the contract term through April 30, 2026 using remaining available funds. Awarded to Meals On Wheels Atlanta, Inc. CONTRACT TERM INCREASE ONLY.

**Information Contact:** Michelle Butler, Chief Procurement Officer

**Phone Number:** (404) 687-3581

**PURPOSE:**

Awarded by the BOC on September 22, 2020, for an amount not to exceed \$436,883.00. On June 8, 2021, the BOC approved Change Order No. 1 for an amount not to exceed \$14,000.00 to change the price of congregate meals for Year 1; the cost proposal pricing for the subsequent renewal options; and the meal type from warm to frozen. On September 14, 2021, the BOC approved Change Order No. 2 to temporarily increase the scope of work to include delivery of meals to seniors' homes until the senior centers reopened. On May 10, 2022, the BOC approved the 1st renewal for an amount not to exceed 470,836.92. On May 23, 2023, the BOC approved the 2nd renewal option through April 30, 2024 for an amount not to exceed \$773,768.72 to include the addition of another senior center. This contract consists of the provision of congregate and shelf-stable meals for seniors. All renewals have been exhausted. This request seeks to increase the contract term through April 30, 2026 using remaining available funds.

**RECOMMENDATION:**

Recommend approval of Change Order No. 3 with:

Meals On Wheels Atlanta, Inc., 1705 Commerce Drive, NW, Atlanta, GA 30318

and authorize the Chief Executive Officer to execute the change order and all associated documents.

**ADDITIONAL INFORMATION:**

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|------------------------------|--|
| 1. LSBE Participation:       | 10%  |
| 2. Contract Effective Date:  | April 12, 2021                                     |
| 3. Contract Expiration Date: | April 30, 2024                                     |
| 4. Amount Spent to Date:     | \$692,817.75 - Total<br>\$32,505.00 - Initial Term |

5. Funding:                                 \$446,242.65 - 1<sup>st</sup> Renewal  
  \$214,070.10 - 2<sup>nd</sup> Renewal  
  250 ARC Grant (HS)