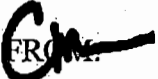




**Interoffice Memorandum**

October 8, 2020

**TO:** Mayor Jerry L. Demings  
and the Board of County Commissioners

**FROM:**  Carrie Mathes, Manager, CFCM, CPPO, C.P.M., Procurement Division

**CONTACT:** Angela Chestang, Manager, Citizens Commission for Children Division  
407-836-6541

**SUBJECT:** Ratification of Sub-Recipient Agreement Y20-2350, Provision of Nutritious Meals to Families in Need During the COVID-19 Public Health Emergency

**ACTION REQUESTED:**

Ratification of Sub-Recipient Agreement Y20-2350, Provision of Nutritious Meals to Families in Need During the COVID-19 Public Health Emergency, with The 4R Foundation, Inc, in the not-to-exceed amount of \$249,218.42.

**PROCUREMENT:**

This Sub-Recipient agreement will provide a minimum of 40,000 meals to residents impacted by COVID-19 within Orange County. The period of performance is August 1, 2020 to December 30, 2020.

**FUNDING:**

Funding is available in account number 5895-019-8017-8610.

**APPROVALS:**

The Orange County Citizens' Commission for Children Division concurs with this recommendation.

**REMARKS:**

In accordance with the Code of Ordinances, Part I, Chapter 17, Article III, Section 17-286 – Application and exclusions, agreements between the Board and nonprofit organizations are excluded from competitive procurement requirements.

The County recognizes that children, families, and seniors are particularly vulnerable during these unprecedented times and that there is an elevated need for food assistance and feeding programs due to business shutdowns, lost wages, and illness caused by COVID-19. As a result, there is a need for additional capacity for prepared meals that are rich in fruits and vegetables, proteins, and whole grains. As part of the COVID-19 response, the County finds it necessary to procure for the preparation, execution, and distribution of a minimum of 40,000 nutritious meals at a cost of \$1.44 per meal.