



## Interoffice Memorandum

July 31, 2023

TO: Mayor Jerry L. Demings  
-AND-  
County Commissioners

FROM:

Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II, Procurement Division

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

SUBJECT: Approval of Amendment No. 4, Contract Y22-2411, Food Distribution Programming, Federal Subrecipient Agreement

### ACTION REQUESTED:

Approval of Amendment No. 4, Contract Y22-2411, Food Distribution Programming, Federal Subrecipient Agreement, with Second Harvest Food Bank of Central Florida, Inc., in the amount of \$5,000,000, for a revised total contract award amount of \$14,000,000.

### PROCUREMENT:

This amendment adds funds for food distribution events for the Mayor and Commissioners of the Orange County Board of County Commissioners through September 30, 2024.

### APPROVALS:

The Citizens' Commission for Children Division concurs with this request.

### REMARKS:

On December 14, 2021, the Board authorized award of Y22-2411 to Second Harvest Food Bank of Central Florida, Inc., in the total contract award amount of \$8,000,000. This subaward was issued from the American Rescue Plan Act of 2021 Coronavirus Local Fiscal Recovery Fund allocation received by the County on May 18, 2021.

Previous amendments to the contract are as follows:

Amendment No. 1: Changed the performance period to end on September 30, 2024, and increased the contract total by \$1,000,000, for a revised amount of \$9,000,000. Exhibit A was replaced in its entirety by Exhibit A (Amendment #1). Exhibit B was replaced in its entirety by Exhibit B (Amendment #1). Exhibit C was replaced in its entirety by Exhibit C (Amendment #1).

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- Amendment No. 2: Extended the project schedule deadlines from December 21, 2022, through March 31, 2023. Reallocated budget funding. Exhibit C (Amendment #1) was replaced in its entirety by Exhibit C (Amendment #2).
- Amendment No. 3: Reallocated budget funding. Exhibit C (Amendment #2) was replaced in its entirety by Exhibit C (Amendment #3).