



Orange County Government

Orange County
Administration Center
201 S Rosalind Ave.
Orlando, FL 32802-1393

Legislation Text

File #: 24-1572, **Version:** 1

Interoffice Memorandum

DATE: October 14, 2024

TO: Mayor Jerry L. Demings and County Commissioners

THROUGH: Venerria L. Thomas, Director

FROM: Sonya L. Hill, Manager

CONTACT: Sonya Hill

PHONE: 407-836-7409

DIVISION: Head Start Division

ACTION REQUESTED:

Approval and execution of Agreement Between Orange County, Florida And The School Board of Orange County, Florida Related to Meal Services. (Head Start Division)

PROJECT: N/A

PURPOSE: The Head Start Division requests Board approval of 13 Meal Service Agreements between Orange County, Florida and The School Board of Orange County, Florida. These agreements will allow the School Food Service to provide Head Start children with two-thirds of the daily nutritional requirements. Meals will be furnished by the School Board Food Service at the following 13 Head Start sites: Aloma, Dillard, Dover Shores, Engelwood, Lovell, McCoy, Millennia, Riverside, Three Points, Ventura, Washington Shores Early Learning, Washington Shores Elementary, and West Oaks. The Florida Childcare Food Program funds in the estimated amount of \$938,535.84 will be used to cover the cost of meals. The term of these agreements is from October 1, 2024 through September 30, 2025. The County Attorney's Office and Risk Management Division have reviewed this agreement for legality and compliance with County policy guidelines.

BUDGET: N/A



OFFICE OF COMPTROLLER

**ORANGE
COUNTY
FLORIDA**

Phil Diamond, CPA
County Comptroller as
Clerk of the Board of County Commissioners
201 South Rosalind Avenue
Post Office Box 38
Orlando, FL 32802
Telephone: (407) 836-7300
Fax: (407) 836-5359

DATE: October 31, 2024

TO: Sonya L. Hill, Manager
Head Start Division, BCC

FROM: David Rooney, Manager *RE for DR*
Comptroller Clerk of BCC

SUBJECT: Request for Execution of Document, Community and Family Services
Department Consent Item 3, Legislative File 24-1572, October 29, 2024

Enclosed is the Agreement related to Meal Services for 13 Head Start Centers at Aloma Elementary Head Start, Dillard Elementary Head Start, Dover Shores Elementary Head Start, Engelwood Elementary Head Start, Lovell Elementary Head Start, McCoy Elementary Head Start, Millenia Elementary Head Start, Riverside Elementary Head Start, Three Points Elementary Head Start, Ventura Elementary Head Start, Washington Shores Early Learning Center Head Start, Washington Shores Elementary Head Start, and West Oaks Elementary Head Start (1 original) which was approved by the Board of County Commissioners (BCC) at its regular meeting held on October 29, 2024.

Please forward the document to all required parties for signature.

Email copies of the fully-executed documents to ClerkofBCC@occompt.com and copy jennifer.mcgill@ocfl.net. Note: ClerkofBCC@occompt.com is **used only for County staff submission of pending documents.**

Please include in cover memo or subject line identification of the document by name, agenda item number, and date of BCC approval. Emailed copies must be in full-size PDF format. The document will be processed and filed for the record upon receipt.

If you are unable to return a copy of the fully-executed document before November 29, 2024, notify Jennifer Lara-Klimetz by email of the reason for the delay prior to that date.

If you have any questions, please do not hesitate to call.

dr:re

Enclosure (1)

dl: Venerria L. Thomas, Director, Community and Family Services Department, BCC [email]
Carla Bell Johnson, Deputy County Administrator, BCC [email]
Vivienne Taggart and Milagros Serrano Morales, Executive Assistants, Community and Family Services
Department, BCC [email]
Pending File

BCC Mtg. Date: October 29, 2024

AGREEMENT
Between
ORANGE COUNTY, FLORIDA
And
THE SCHOOL BOARD OF ORANGE COUNTY, FLORIDA
Related to
MEAL SERVICES

The School Board of Orange County, Florida (“OCPS”) shall furnish meals daily to the above Head Start Center (the “Center”) from October 1, 2024, to September 30, 2025 - except for holidays or other days of Center closure, complete with required (x) paper products, (x) condiments, (x) milk pursuant to the following: Aloma Elementary Head Start, Dillard Elementary Head Start, Dover Shores Elementary Head Start, Engelwood Elementary Head Start, Lovell Elementary, McCoy Elementary Head Start, Millennia Elementary Head Start, Riverside Elementary, Three Points Elementary Head Start, Ventura Elementary Head Start, Washington Shore Early Learning Center Head Start, Washington Shores Elementary Head Start, and West Oaks Elementary Head Start Center.

OCPS Shall:

- Ensure meals will meet the Meal Pattern for Pre-K and Elementary Students.
- Provide meals in (X) unitized for breakfast, (X) unitized for lunch, and (X) unitized for snack.
- Prepare meals for (X) pick up by Center at the designated school 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 Shall:

- Request special dietary meals one week (7 business days) prior to the special diet implementation using the OCPS Diet Order.

Orange County, Florida (the “County”, through its Head Start division, shall pay for meals based on the above unit price(s) within forty-five (45) days of receipt of invoice and in accordance with the local Government Prompt Payment of, Section 218.74(2), Florida Statutes, **OCPS** warrants that meals are safe and wholesome. **OCPS** shall protect the confidentiality, and maintain such confidentiality, of any information that the **County** provides to **OCPS** that is confidential under law.

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 two (2) week notification.

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

By: Orange County, Florida

By: The School Board of Orange County, Florida

Jerry L. Demings October 29, 2024
 Authorized Signature Date
 Printed: Jerry L. Demings
 Title: Orange County Mayor



 Authorized Signature Date
 Printed: _____
 Title: _____

Name of Head Start Center: ALOMA ELEMENTARY HEAD START			Authorization No: S-734	
Person to Contact: Cuizhu (Stephanie) Zhao			Phone No.: 407-672-3100 x3002278	
Address: 2949 SCARLET ROAD, WINTER PARK, FL, 32792				
Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	40	\$2.28	\$ 91.20	8:30AM
Breakfast, adult	2	\$2.82	\$ 5.64	8:30AM
Lunch, Pre-K	40	\$4.25	\$ 170.00	11:30AM
Adult, lunch	2	\$3.84	\$ 7.68	11:30AM
Snack, Pre-K	40	\$1.17	\$ 46.80	1:30PM

Name of Head Start Center: DILLARD HEAD START			Authorization No: S-734	
Person to Contact: Rachel Hicks			Phone No.: 407-877-5000	
Address: 311 N. DILLARD ST., WINTER GARDEN, FL 34787				
Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	36	\$2.28	\$ 82.08	8:30AM
Breakfast, adult	2	\$2.82	\$ 5.64	8:30AM
Lunch, Pre-K	36	\$4.25	\$ 153.00	11:30AM
Adult, lunch	2	\$3.84	\$ 7.68	11:30AM
Snack, Pre-K	36	\$1.17	\$ 42.12	1:30PM

Name of Head Start Center: DOVER SHORES ELEMENTARY HEAD START			Authorization No: S-734	
Person to Contact: Aileen Morales Cotto			Phone No.: 407-249-6330 x3262248	
Address: 1200 GASTON FOSTER ROAD, ORLANDO, FL 32812				
Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	54	\$2.28	\$ 123.12	8:30AM
Breakfast, adult	3	\$2.82	\$ 8.46	8:30AM
Lunch, Pre-K	54	\$4.25	\$ 229.50	11:30AM

Adult, lunch	3	\$3.84	\$ 11.52	11:30AM
Snack, Pre-K	54	\$1.17	\$ 63.18	1:30PM

Name of Head Start Center: ENGELWOOD ELEMENTARY HEAD START	Authorization No: S-734
Person to Contact: Saul Cruz	Phone No.: 407-249-6340 x3347247
Address: 5985 LA COSTA DRIVE, ORLANDO, FL 32807	

Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	57	\$2.28	\$ 129.96	8:30AM
Breakfast, adult	3	\$2.82	\$ 8.46	8:30AM
Lunch, Pre-K	57	\$4.25	\$ 242.25	11:30AM
Adult, lunch	3	\$3.84	\$ 11.52	11:30AM
Snack, Pre-K	57	\$1.17	\$ 66.69	1:30PM

Name of Head Start Center: LOVELL ELEMENTARY HEAD START	Authorization No: S-734
Person to Contact: Princess Ortiz	Phone No.: 407-884-2250 x3602230
Address: 815 ROGER WILLIAMS, APOPKA, FL 32703	

Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	34	\$2.28	\$ 84.36	8:30AM
Breakfast, adult	2	\$2.82	\$ 5.64	8:30AM
Lunch, Pre-K	34	\$4.25	\$ 157.25	11:30AM
Adult, lunch	2	\$3.84	\$ 7.68	11:30AM
Snack, Pre-K	34	\$1.17	\$ 43.29	1:30PM

Name of Head Start Center: MCCOY ELEMENTARY HEAD START	Authorization No: S-734
Person to Contact: Wanda Barral	Phone No.: 407-249-6370 x3624311
Address: 5225 S. SEMORAN BLVD., ORLANDO, FL 32822	

Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	37	\$2.28	\$ 84.36	8:30AM
Breakfast, adult	2	\$2.82	\$ 5.64	8:30AM
Lunch, Pre-K	37	\$4.25	\$ 157.25	11:30AM
Adult, lunch	2	\$3.84	\$ 7.68	11:30AM
Snack, Pre-K	37	\$1.17	\$ 43.29	1:30PM

Name of Head Start Center: MILLENIA ELEMENTARY HEAD START	Authorization No: S-734
Person to Contact:	Phone No.:

Kimietta Robinson			407-355-5730	
Address: 4949 SILVER STAR ROAD, ORLANDO, FL 32808				
Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	35	\$2.28	\$ 79.80	8:30AM
Breakfast, adult	2	\$2.82	\$ 5.64	8:30AM
Lunch, Pre-K	35	\$4.25	\$ 148.75	11:30AM
Adult, lunch	2	\$3.84	\$ 7.68	11:30AM
Snack, Pre-K	35	\$1.17	\$ 40.95	1:30PM

Name of Head Start Center: RIVERSIDE ELEMENTARY HEAD START			Authorization No: S-734	
Person to Contact: Liana Baker			Phone No.: 689-220-9514	
Address: 3125 PEMBROOK DRIVE, ORLANDO, FL 32810				
Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	36	\$2.28	\$ 79.80	8:30AM
Breakfast, adult	2	\$2.82	\$ 5.64	8:30AM
Lunch, Pre-K	36	\$4.25	\$ 148.75	11:30AM
Adult, lunch	2	\$3.84	\$ 7.68	11:30AM
Snack, Pre-K	36	\$1.17	\$ 40.95	1:30PM

Name of Head Start Center: THREE POINTS HEAD START			Authorization No: S-734	
Person to Contact: Sha Nel Wardsworth			Phone No.: 407-207-3800 x3982302	
Address: 4001 S. GOLDENROD ROAD, ORLANDO, FL 32822				
Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	57	\$2.28	\$ 129.96	8:30AM
Breakfast, adult	3	\$2.82	\$ 8.46	8:30AM
Lunch, Pre-K	57	\$4.25	\$ 242.25	11:30AM
Adult, lunch	3	\$3.84	\$ 11.52	11:30AM
Snack, Pre-K	57	\$1.17	\$ 66.69	1:30PM

Name of Head Start Center: VENTURA ELEMENTARY HEAD START			Authorization No: S-734	
Person to Contact: Vivian Jones			Phone No.: 407-249-6400 x4002283	
Address: 4400 WOODGATE BLVD., ORLANDO, FL 32822				
Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	37	\$2.28	\$ 84.36	8:30AM
Breakfast, adult	2	\$2.82	\$ 5.64	8:30AM

Lunch, Pre-K	37	\$4.25	\$ 157.25	11:30AM
Adult, lunch	2	\$3.84	\$ 7.68	11:30AM
Snack, Pre-K	37	\$1.17	\$ 43.29	1:30PM

Name of Head Start Center: WASHINGTON SHORES EARLY LEARNING CENTER HEAD START	Authorization No: S-734
Person to Contact: Aturia Hall	Phone No.: 407-250-6260 x6352257
Address: 2500 BRUTON BLVD., ORLANDO, FL 32811	

Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	86	\$2.28	\$ 196.08	8:30AM
Breakfast, adult	5	\$2.82	\$ 14.10	8:30AM
Lunch, Pre-K	86	\$4.25	\$ 365.50	11:30AM
Adult, lunch	5	\$3.84	\$ 19.20	11:30AM
Snack, Pre-K	86	\$1.17	\$ 100.62	1:30PM

Name of Head Start Center: WASHINGTON SHORES ELEMENTARY HEAD START	Authorization No: S-734
Person to Contact: Nicole Davis	Phone No.: 407-296-6540 x4012242
Address: 944 WEST LAKE MANN DRIVE, ORLANDO, FL 32805	

Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	57	\$2.28	\$ 129.96	8:30AM
Breakfast, adult	3	\$2.82	\$ 8.46	8:30AM
Lunch, Pre-K	57	\$4.25	\$ 242.25	11:00AM
Adult, lunch	3	\$3.84	\$ 11.52	11:00AM
Snack, Pre-K	57	\$1.17	\$ 66.69	1:30PM

Name of Head Start Center: WEST OAKS ELEMENTARY HEAD START	Authorization No: S-734
Person to Contact: Sunitha Koorathota	Phone No.: 407-532-3875 x4051104
Address: 905 DORSCHER RD, OLANDO, FL 32818	

Meal Type	Estimated Total No. of Meals per Day	Unit Price per Meal	Total Price	Pick-up Time
Breakfast, Pre-K	35	\$2.28	\$ 79.80	8:30AM
Breakfast, adult	2	\$2.82	\$ 5.64	8:30AM
Lunch, Pre-K	35	\$4.25	\$ 148.75	11:30AM
Adult, lunch	2	\$3.84	\$ 7.68	11:30AM
Snack, Pre-K	35	\$1.17	\$ 40.95	1:30PM

Aloma	Dillard	Dover	Engelwood	Lovell	McCoy	Millenia	Riverside	Three Points	Ventura	WS ELC	WS	WO	TOTAL (Daily)	Operating Days	TOTAL (Year)
\$ 91.20	\$ 82.08	\$ 123.12	\$ 129.96	\$ 84.36	\$ 84.36	\$ 79.80	\$ 79.80	\$ 129.96	\$ 84.36	\$ 196.08	\$ 129.96	\$ 79.80	\$ 1,374.84	193	\$265,344.12
5.64	5.64	8.46	8.46	5.64	5.64	5.64	5.64	8.46	5.64	14.10	8.46	5.64	93.06	193	17,960.58
170.00	153.00	229.50	242.25	157.25	157.25	148.75	148.75	242.25	157.25	365.50	242.25	148.75	2,562.75	193	494,610.75
7.68	7.68	11.52	11.52	7.68	7.68	7.68	7.68	11.52	7.68	19.20	11.52	7.68	126.72	193	24,456.96
46.80	42.12	63.18	66.69	43.29	43.29	40.95	40.95	66.69	43.29	100.62	66.69	40.95	705.51	193	136,163.43
\$ 321.32	\$ 290.52	\$ 435.78	\$ 458.88	\$ 298.22	\$ 298.22	\$ 282.82	\$ 282.82	\$ 458.88	\$ 298.22	\$ 695.50	\$ 458.88	\$ 282.82	\$ 4,862.88	193	\$ 938,535.84