



## Interoffice Memorandum

February 10, 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  
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SUBJECT: Approval of Amendment No. 4, Contract Y21-2031, Provision of Community  
Services and Facility Use

### ACTION REQUESTED:

Approval of Amendment No. 4, Contract Y21-2031, Provision of Community Services and Facility Use, with Second Harvest Food Bank of Central Florida, Inc., in the amount of \$4,000,000, for a revised contract total amount of \$7,000,000.

### PURPOSE:

This amendment will add funding for the program to serve additional low income, at-risk households of need with children, to improve access to healthy food such as whole grain based and fresh fruits and vegetables and alleviate hunger through family meal box distributions. With this increased funding amount, the program anticipates serving an additional 222,222 boxes, for an aggregate total of 305,555 meal boxes.

Second Harvest Food Bank of Central Florida, Inc. (SHFB) will provide and deliver meal boxes (typically delivered as breakfast and lunch set for seven days) to the children and families of Orange County through their local distribution partner, One Heart for Women and Children. The seven-day perishable boxes, weighing 10-12 pounds, include ready-to-heat items such as burritos, pizza, sandwiches, as well as fresh fruits and vegetables for families that have access to a refrigerator and microwave. Shelf stable boxes will have pop-top canned items in addition to fruits and vegetables that do not require refrigeration.

### FUNDING:

Funding is available in account number 0001-062-2556-8610.

### APPROVALS:

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

REMARKS:

On August 10, 2021, the Board approved Contract Y21-2031 to SHFB, in the amount of \$1,500,000 for a one-year term. Under this contract, SHFB provides healthy foods through food box distribution to homeless youth and their families, low income and at-risk families throughout Orange County. Orange County Citizens' Commission for Children is investing Children's Services rollover dollars to address food insecurity and making additional investments in the community. SHFB will be increasing their service delivery to homeless youth in every commission district throughout the County. Services delivery will improve access to healthy food such as whole grain based and fresh fruits and vegetables to alleviate hunger in low income, at-risk households of need with children through family meal box distribution.

The program primarily targets homeless youth and their families in need of food assistance and residents that are in non-traditional "homeless" living environments located throughout Orange County. These environments include but are not limited to area motels, and multiple family units under one roof, sharing space in trailers or in tents as whole families. Programming also serves clients that are transportation disadvantaged or have low access to personal vehicles. Currently One Heart for Women and Children distributes the meal boxes to 12 hotels located in Districts 2, 3, 4, 5, and 6. Additional hotels have been identified as possible distribution sites to provide services in each Commission District. With the additional funding, SHFB is anticipating increasing their number of distribution partners.

SHFB partners with One Heart for Women and Children who distributes the food boxes to hotels in Orange County.

Previous contract amendments are as follows:

Amendment No. 1: The total contract amount changed to \$3,000,000, an increase of \$1,500,000. Attachment A-2 was added in its entirety.

Amendment No. 2: The effective date of Amendment No. 1 was changed from September 1, 2021 to May 10, 2022, to coincide with the Orange County Board of County Commissioners' approval date.

Amendment No. 3: Renewed the contract for the period of September 1, 2022 through August 31, 2023. Deleted Attachments A-1 and A-2 and replaced them with Attachments A-1 and A-2 (Rv1).