

**RES15-020**

Wilmington, Delaware  
May 21, 2015

#4048

Sponsor:

Council  
Member  
Chukwuocha

**WHEREAS**, pursuant to Section 2-363 of the Code of the City of Wilmington (“City”), the City may apply for and receive grant funds to be used for a wide variety of City activities, subject to the approval of City Council; and

**WHEREAS**, the City has applied for and has been preliminarily approved by the Department of Education for the State of Delaware to receive grant funds from the Federal government for the operation and cost of the USDA Summer Food Service Program (the “Food Program”), which is scheduled to run from June 15, 2015 through August 21, 2015, and which may be extended for one similar period upon the agreement of the parties; and

**WHEREAS**, the amount of the grant funds for the FY2015 Food Program is estimated by the Department of Parks and Recreation to be approximately \$791,512.00 based upon the increased number of meals projected to be served in comparison with the FY2014 Food Program (see Exhibit “A”); and

**WHEREAS**, although the City is not required to provide matching funds for receipt of these grant funds, the City is initially required to pay the Food Program vendor with City funds and is then reimbursed by the Federal government through the State of Delaware for the payments. There will be no net financial impact on the City, provided the City complies with all Federal and State requirements attached to the Food Program; and

**WHEREAS**, the City has prepared the necessary specifications to solicit bids from prospective vendors to submit bids for a contract to provide meals to eligible

participants in the Food Program, which contract may be extended for one additional similar period; and

**WHEREAS**, the Department of Parks and Recreation has recommended that City Council approve the City's use of the grant funds for the Food Program in accordance with the terms of the grant.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILMINGTON** that the use of the herein described Federal grant funds received from the State of Delaware for the Food Program be accepted and approved, and the Mayor or his designee, and the City Clerk are hereby authorized to execute any and all appropriate grant documents or other undertakings pursuant thereto as may be necessary. This grant and the resulting contract to provide meals for the Food Program may be extended for one additional similar period upon the agreement of the parties.

Passed by City Council,  
May 21, 2015

ATTEST: Maribel Seijo  
City Clerk

Approved as to form this 13<sup>th</sup>  
day of May, 2015

Manoj Pillai  
First Assistant City Solicitor

**SYNOPSIS:** This Resolution approves the acceptance and use of Federal grant funds received by the City of Wilmington from the State of Delaware for the USDA Summer Food Program in the approximate amount of \$791,512.00 as estimated by the Department of Parks and Recreation, for the period of June 15, 2015 through August 21, 2015. This grant and the resulting contract to provide meals for the Food Program may be extended for one additional similar period upon the agreement of the parties.

**Agenda #**

**Impact Statement**

This Resolution approves the acceptance and use of Federal grant funds received by the City of Wilmington from the State of Delaware for the USDA Summer Food Program in the approximate amount of \$791,512.00 as estimated by the Department of Parks and Recreation, for the period of June 15, 2015 through August 21, 2015. This grant and the resulting contract to provide meals for the Food Program may be extended for one additional similar period upon the agreement of the parties.

**Tentative Staffing and Projected Budget  
Summer 2015 Food Program**

| <b>POSITION TITLE</b>             | <b># EMP</b> | <b>Level</b> | <b># WKS</b> | <b>Rate/Amt.</b>    |
|-----------------------------------|--------------|--------------|--------------|---------------------|
| <b>Administrative Cost</b>        |              |              |              |                     |
| 1. Program Director               | 1            | IV           | 15           | \$20.00             |
| \$20 X 29 hrs X 15 weeks          |              |              |              | \$8,700.00          |
| 2. Office Staff                   | 2            | III          | 12           | \$12.00             |
| \$12 X 20 X 12 weeks              |              |              |              | \$5,760.00          |
| 3. Program Supervisors            | 2            | III          | 11           | \$15.00             |
| \$15 X 28 hrs X 11 weeks          |              |              |              | \$9,240.00          |
| <b>TOTAL ADMIN. SALARIES</b>      |              |              |              | <b>\$23,700.00</b>  |
| FICA (6.20%)                      |              |              |              | \$1469.00           |
| Med. Tax. (1.45%)                 |              |              |              | \$344.00            |
| <b>TOTAL SALARY &amp; FRINGE</b>  |              |              |              | <b>\$25,513.00</b>  |
| <b>OPERATIONAL COST</b>           |              |              |              |                     |
| 4. Monitors                       | 5            | III          | 11           | \$14.00             |
| \$14 X 25 hrs X 12 weeks          |              |              |              | \$21,000.00         |
| 5. Kitchen Staff (Asst. Drivers)  | 5            | II           | 11           | \$12.00             |
| \$12 X 28 X 11 weeks              |              |              |              | \$18,480.00         |
| 6. Kitchen Staff (Asst. Kitchen)  | 0            | II           | 11           | 0                   |
| \$12 X 25 X 11 weeks              |              |              |              | 0                   |
| 7. Site Supervisors               | 20           | II           | 11           | \$12.00             |
| \$12 X 20 X 11 weeks              |              |              |              | \$52,800.00         |
| 8. Sanitation Driver              | 1            | I            | 11           | \$12.00             |
| \$12 X 25 X 11 weeks              |              |              |              | \$3,300.00          |
| 9. Sanitation Asst.               | 1            | I            | 11           | \$12.00             |
| \$ 12 X 25 X 11 weeks             |              |              |              | \$3,300.00          |
| 10. Driver (AM & PM)              | 2            | II           | 10           | \$12.00             |
| \$ 12 X 25 X 10 weeks             |              |              |              | \$6,000.00          |
| <b>TOTAL OPER. SALARIES</b>       |              |              |              | <b>\$104,880.00</b> |
| FICA (6.20%)                      |              |              |              | \$6,503.00          |
| Med. Tax. (1.45%)                 |              |              |              | \$1,521.00          |
| <b>TOTAL SALARY &amp; FRINGES</b> |              |              |              | <b>\$112,904.00</b> |
|                                   |              |              |              |                     |

|  |          |       |         |                     |
|--|----------|-------|---------|---------------------|
| <b>TOTAL ADMINISTRATIVE<br/>&amp; OPERATIONAL<br/>SALARIES</b> |          |       |         | <b>\$138,417.00</b> |
| Miscellaneous Supplies   |          |       |         | 53,600.00           |
| <b>ESTIMATED FOOD PROGRAM<br/>COST</b>                         |          |       |         |                     |
| Breakfast Cost   | \$1.3400 | 2,000 | 49 days | <b>\$131,320.00</b> |
| Lunch Cost   | \$2.3500 | 4,500 | 49 days | <b>\$518,175.00</b> |
| <b>TOTAL FOOD COST</b>   |          |       |         | <b>\$649,495.00</b> |
|  |          |       |         |                     |
| <b>TOTAL SALARIES /FOOD COST</b>                               |          |       |         | <b>\$791,512.00</b> |
|  |          |       |         |                     |

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