

THIS IS A PROPOSED DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED ORDINANCE OR RESOLUTION ADOPTED BY THE CITY COUNCIL.

AN ORDINANCE

AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT WITH NUTRITION THERAPY ASSOCIATES, INC. FOR THE PROVISION OF PEDIATRIC NUTRITION SERVICES FOR THE CITY OF SAN ANTONIO HEAD START PROGRAM THROUGH JANUARY 31, 2019, WITH FIVE ONE-YEAR RENEWAL OPTIONS, FOR A TOTAL AMOUNT NOT TO EXCEED \$210,000.00.

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WHEREAS, the federally-funded Head Start program is an early childhood education and development program administered by the U.S. Department of Health and Human Services that includes the Head Start preschool program for children ages three to four and the Early Head Start – Child Care Partnership (EHS-CCP) for children ages six weeks to three years; and

WHEREAS, the City of San Antonio (City) Head Start Program operates the preschool program for 3,020 children in the San Antonio and Edgewood Independent School Districts, and the EHS-CCP for 216 children in six licensed child care centers in San Antonio; and

WHEREAS, all federally-funded Head Start programs are required to provide nutrition services to promote healthy development, meet nutritional needs, and accommodate the feeding requirements of each child, including children with special dietary needs and with disabilities; and

WHEREAS, on November 16, 2017 the City's Head Start Program issued a Request for Proposals for nutrition consulting organizations to develop a comprehensive plan to help the City comply with this requirement; and

WHEREAS, the evaluation committee reviewed the two proposals received and recommended Nutrition Therapy Associates, Inc.; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City Manager or her designee, or the Director of the Department of Human Services (DHS) or her designee, is authorized to execute a professional services contract with Nutrition Therapy Associates, Inc. for the provision of pediatric nutrition services for the City of San Antonio Head Start Program through January 31, 2019, with five one-year renewals at the City's option after review and approval by the City Attorney's Office; and allowing for amendments based on (1) program improvements, (2) additional awards, and (3) updates to renewal due dates, amounts and terms; for a total amount not to exceed \$210,000.00. A copy of the contract is attached hereto and incorporated herein for all purposes as **Attachment I**.

SECTION 2. Current grant funding is available in General Ledger 5201040, and Internal Order Numbers 138000001866 and 138000001866 and Funds 220223803 and 2202238004 for EHS-CCP and Head Start in the amounts of \$8,000.00 and \$25,000.00, respectively, for a total amount of \$33,000.00. Upon awarding of subsequent grant funds, new Funds and Internal Orders will be created and the budgeted amount is authorized to be encumbered. Payment not to exceed the budgeted amount is authorized to Nutrition Therapy Associates, Inc. upon issuance of a purchase order.

SECTION 3. The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance, may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

SECTION 4. This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED AND APPROVED this ____ day of ____.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Leticia M. Vacek, City Clerk

Andrew Segovia, City Attorney