



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Jon Cicirelli

SUBJECT: See Below

DATE: June 3, 2025

Approved

Date

6/4/25

COUNCIL DISTRICT: Citywide

SUBJECT: Amendment to the Agreement with TRIO Community Meals LLC. For Senior Nutrition Services at Multiple City-Owned Community Centers

RECOMMENDATION

Adopt a resolution authorizing the City Manager or her designee to negotiate and execute an eighth amendment to the agreement with TRIO Community Meals LLC., to increase the contract amount from \$3,226,418 to \$3,472,535 subject to the annual appropriation of funds, for the term of the agreement from July 1, 2024 to June 30, 2025.

REASON FOR ADDENDUM

This amendment facilitates funding to meet the increased demand for meals provided at City of San José Senior Nutrition Program sites. In 2024-2025, the City has provided an additional 16,754 meals resulting in an additional cost of \$246,116.26. The additional cost will be fully reimbursed through the Santa Clara County Senior Nutrition Program. This amendment is required to support the additional payment to TRIO Community Meals LLC. (formerly Bateman Community Living, a division of Compass Group).

SUMMARY AND OUTCOME

Approving execution of the recommended amendment will allow the Department of Parks, Recreation, and Neighborhood Services to compensate TRIO Community Meals LLC. for the additional meals provided in the current Fiscal Year (FY) 2024-2025 ending June 30, 2025. This amendment does not extend the term but rather increases the not

to exceed amount to support the additional meals served to participants in the Senior Nutrition Program operated by the City of San José.

BACKGROUND

In October 2017, the Department of Parks, Recreation, and Neighborhood Services released a request for proposal to solicit senior nutrition service providers. In June 2018, the City Council adopted a resolution authorizing the City Manager to negotiate and execute an agreement with awarded vendor Bateman Community Living, a division of Compass Group (now known as TRIO Community Meals LLC.) and to execute five one-year options to renew the agreement, subject to annual appropriation of funds.¹

The outline below provides the history of actions on this agreement.

- The agreement was executed on June 5, 2018, and included an initial contract term beginning July 1, 2018 and ending June 30, 2019, with compensation for this term not to exceed \$2,515,744.30.
- On March 18, 2019, the City Manager's Office executed the first amendment to the agreement to decrease compensation for July 1, 2018 through June 30, 2019, to \$2,504,439.40 and to amend the scope of services.
- On August 7, 2019, the City Manager's Office executed the second amendment to the agreement to amend the scope of services and exercise the first option to extend the contract term from July 1, 2019 through June 30, 2020, with compensation for this term not to exceed \$2,504,709.25.
- On August 24, 2020, the City Manager's Office executed the third amendment to the agreement to amend contractor's name to Bateman Community Living, LLC. doing business as Trio Community Meals and exercise the second option to extend the contract term from July 1, 2020 through June 30, 2021, with compensation for this term not to exceed \$2,903,843.96.
- On February 23, 2022, the City Manager's Office executed the fourth amendment to the agreement to amend the scope of services and exercise the third option to extend the contract term from July 1, 2021 through June 30, 2022, with compensation for this term not to exceed \$3,288,516.21.
- On January 31, 2023, the City Manager's Office executed the fifth amendment to the agreement to amend the scope of services, update contractor's name to TRIO Community Meals LLC., and exercise the fourth option to extend the contract term from July 1, 2022 through June 30, 2023, with compensation for this term not to exceed \$3,457,428.21.
- On September 20, 2023, the City Manager's Office executed the sixth amendment to the agreement to amend the scope of services and exercise the

¹ June 2018 City Council memorandum:

<https://sanjose.legistar.com/View.ashx?M=F&ID=6270428&GUID=19762085-B164-4BD2-9BD4-6E6330F9D4FA>

final fifth option to extend the contract term from July 1, 2023 through June 30, 2024, with compensation for this term not to exceed \$3,260,419.81.

- On May 21, 2024, City Council adopted Resolution No. RES2024-159 authorizing the City Manager to negotiate and execute the seventh amendment. On June 14, 2024, the City Manager's Office executed the seventh amendment to the agreement to amend the scope of services and add a sixth extension term through June 30, 2025, and amend the scope of services to include \$3,247,067.74 in compensation for the period of July 1, 2023 to June 30, 2024, and \$3,226,418.18 in compensation for the period of July 1, 2024 to June 30, 2025; and
- As of January 1, 2025, the County of Santa Clara increased the budgeted meal allotment by 16,754 meals resulting in a cost increase of \$246,116.26 to the City. The County of Santa Clara will fully reimburse the City for the total increase of \$246,116.26 to the City of San José. The cost will increase the contract from \$3,226,418.18 to \$3,472,534.44 through the end of the current fiscal year ending June 30, 2025.

The process of payment and reimbursement for the Senior Nutrition Program is the following:

- The City receives an invoice from TRIO Community Meals LLC., as the service provider that charges \$14.69 per meal, excluding the catered site at Alviso Library, which charges \$8.14 per meal.
- The County of Santa Clara provides partial reimbursement to the City of \$8.71 per meal, excluding the catered site at Alviso Library, where reimbursement at that location is \$4.83 per meal. The City incurs the remaining costs after the County of Santa Clara's reimbursement.
- However, during the time period of January 1, 2025 through June 30, 2025, the County of Santa Clara is reimbursing the full cost of 16,754 additional meals at \$14.69 per meal totaling \$246,116.

ANALYSIS

Approval of this recommendation provides the City Manager or her designee authorization to amend the agreement for the procurement of 16,754 meals at a per meal of \$14.69. The eighth amendment will ensure senior nutrition services can continue to provide meals through June 30, 2025. The County of Santa Clara will reimburse the City of San José the full cost of the additional 16,754 meals at the rate of \$14.69 per meal. The City will receive an invoice from TRIO Community Meals as the service provider, in turn, the City will pay Trio with the funds provided by the County of Santa Clara.

EVALUATION AND FOLLOW-UP

No follow-up action with City Council is anticipated.

COST SUMMARY/IMPLICATIONS

TRIO Community Meals LLC. will continue to provide nutritional meal services to San José seniors aged 60 years and older at up to 14 community center sites in the 10 City Council Districts within the City. The City funds this effort through a reimbursement received from County of Santa Clara in addition to funds through a City Council-approved budget. TRIO Community Meals LLC. is requested to provide all meals for the Senior Nutrition Program for FY 2024-2025. The total cost of these services is outlined below.

TOTAL COST OF CONTRACT/AGREEMENT FOR FY 2024-2025:

The table below reflects a breakdown of the cost of providing meals at the Citywide Senior Nutrition Program sites:

Meal Site Community Center Locations	Daily Allotted Meals Per Serving Day	Number of Serving Days FY 2024-2025	Total Meals for FY 2024-2025	Meal Overages	TRIO's Rate Per Meal	Total Cost of Meals Per Site
Alma	30	246	7,380	2,381	\$14.69	\$143,389
Almaden	90	246	22140	366	\$14.69	\$330,613
Alviso Library - Catered	7	102	714	0	\$8.14	\$5,812
Berryessa	140	246	34,440	1,220	\$14.69	\$523,845
Camden	41	246	10,086	244	\$14.69	\$151,748
Cypress	80	246	19,680	488	\$14.69	\$296,268
Evergreen	90	246	22140	976	\$14.69	\$339,574
Gardner	20	246	4,920	1,461	\$14.69	\$93,737
Mayfair	50	246	12,300	732	\$14.69	\$191,440
Northside	45	240	10,800	236	\$14.69	\$162,119
Roosevelt	80	246	19,680	1,803	\$14.69	\$315,585
Roosevelt Saturdays	80	44	3,520	198	\$14.69	\$54,617
Seven Trees	65	246	15,990	244	\$14.69	\$238,477
Southside	95	246	23,370	4,002	\$14.69	\$402,095
Willow Glen	52	246	12,792	2,403	\$ 14.69	\$223,215
Grand Total	965	3,338	213,064	16,754		\$3,472,534

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Total Cost of Increase to Current Contract/Agreement for FY 2024-2025:

The table below reflects a breakdown of the increased cost of providing 16,754 additional meals from January – June 2025 at the Citywide Senior Nutrition Program sites. There will be no impact on the City of San José current budget for 2024-2025.

Meal Site Community Center Location	Total Cost of Additional Meals	Reimbursement from County of Santa Clara	Total Cost to City of San José
Alma	\$34,976.89	\$34,976.89	\$0
Almaden	\$5,376.54	\$5,376.54	\$0
Alviso Library - Catered	\$0	\$0	\$0
Berryessa	\$17,921.8	\$17,921.8	\$0
Camden	\$3,584.36	\$3,584.36	\$0
Cypress	\$7,168.72	\$7,168.72	\$0
Evergreen	\$14,337.44	\$14,337.44	\$0
Gardner	\$21,462.09	\$21,462.09	\$0
Mayfair	\$10,753.08	\$10,753.08	\$0
Northside	\$3,466.84	\$3,466.84	\$0
Roosevelt	\$26,486.07	\$26,486.07	\$0
Roosevelt Saturdays	\$2,908.62	\$2,908.62	\$0
Seven Trees	\$3,584.36	\$3,584.36	\$0
Southside	\$58,789.38	\$58,789.38	\$0
Willow Glen	\$35,300.07	\$35,300.07	\$0
GRAND TOTAL	\$246,116.26	\$246,116.26	\$0

BUDGET REFERENCE

The table below identifies the fund and appropriations to fund the contract recommended as part of this memorandum and additional project costs, including project delivery, construction, and contingency costs.

Fund #	Appn. #	Appn. Name	Total Appn.	Amount for Contract	2024-2025 Adopted Operating Budget Page	Last Budget Action (Date, Ord. No.)
001	211N	Senior Nutrition Program	\$3,398,419	\$3,472,534	886	2/11/2025 31176

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County of Santa Clara will reimburse the City of San José the full cost of the additional 16,754 meals at \$246,116,26. The current 2024-2025 Modified Budget of \$3,398,419 is insufficient to pay the full amount for contract. A budget action to increase the Senior Nutrition Program appropriation by \$74,116, from \$3,398,419 to \$3,472,534, will be brought forward for City Council consideration as part of the Approval of Various Budget Actions for FY 2024-2025 memorandum on June 17, 2025. The projected costs will require an increase of the current agreement from \$3,226,418.18 to \$3,472,534.44 for FY 2024-2025.

COORDINATION

This memorandum has been coordinated with the City Attorney's Office and the City Manager's Budget Office.

PUBLIC OUTREACH

This memorandum will be posted on the City's Council Agenda website for the June 17, 2025 City Council meeting.

COMMISSION RECOMMENDATION AND INPUT

No commission recommendation or input is associated with this action.

CEQA

Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.

PUBLIC SUBSIDY REPORTING

This item does not include a public subsidy as defined in section 53083 or 53083.1 of the California Government Code or the City's Open Government Resolution.

/s/

Jon Cicirelli
Director of Parks,
Recreation and Neighborhood Services

For questions, please contact Jeremy Shoffner at jeremy.shoffner@sanjoseca.gov.