

APPROVED

June 09, 2025

BOARD REPORT

BOARD OF RECREATION AND PARK COMMISSIONERS

NO. 25-087

DATE June 09, 2025

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUMMER FOOD SERVICE PROGRAM 2025 – APPROVAL OF STANDARD FOOD SERVICES AGREEMENT WITH THE LOS ANGELES UNIFIED SCHOOL DISTRICT

B. Aguirre	_____	M. Rudnick	_____
B. Jones	_____	C. Santo Domingo	_____
*C. Stoneham	<u>C.S</u>	N. Williams	_____



General Manager

Approved X Disapproved _____ Withdrawn _____

RECOMMENDATIONS

1. Approve the Summer Food Service Program Standard Food Service Agreement 2025 with the Los Angeles Unified School District (LAUSD) in the form attached as Attachment 1 of this Report and effective June 12, 2025 ("Agreement") for the preparation and delivery of specified meals under the Summer Food Service Program;
2. Authorize the Department of Recreation and Parks' (RAP) General Manager or designee to execute the Agreement; and
3. Authorize the Chief Accounting employee or designee to pay the LAUSD Food Services Division under the terms and provisions of the Agreement.

SUMMARY

RAP's Summer Food Service Program ("Summer Lunch Program") provides nutritious lunches to children from ages 1-18 years old at about 100 facilities. The Summer Lunch Program is funded through the United States Department of Agriculture (USDA). RAP will enter into the Agreement with LAUSD to procure summer lunches for RAP's Summer Lunch Program for a twelfth consecutive year. LAUSD has agreed to provide each individual lunch at RAP designated sites at a price of \$5.21 for 2025. LAUSD meets the USDA nutrition standards for providing summer lunches. Additionally, LAUSD has agreed to meet the requirements of the City of Los Angeles' Good Food Policy.

BOARD REPORT

PG. 2 NO. 25-087

RAP is requesting authorization to pay LAUSD through the Agreement, for the provision of summer lunches. The Agreement is currently in the process of being approved by the LAUSD Board of Education.

On April 3, 2025 the Board of Recreation and Park Commissioners approved Report No. 25-055, herein included as Attachment 2, which accepted a grant for California Department of Education Summer Food Service Program (SFSP) to fund the Summer Lunch Program. The SFSP grant application must be submitted by May 15, 2025. The Summer Lunch Program is set to operate June 12, 2025 to August 1, 2025.

FISCAL IMPACT

Projected expenses for the Summer Lunch Program for 2025 are approximately \$950,000.00; which includes the cost of lunches, program monitors, and other program costs. The anticipated reimbursement is \$856,000.00. RAP will complement the grant in the amount approximately \$94,000.00 from Fund 302, Dept 88 Account 3040.

STRATEGIC PLAN INITIATIVES AND GOALS

Approval of this Report advances RAP's Strategic Plan by supporting:

Goal No. 2 : Offer Affordable and Equitable Recreational Programming
Outcome No. 1 : Improve health and social equity for young Angelenos

This Report was prepared by Elizabeth Narvaez, Management Analyst.

LIST OF ATTACHMENTS

- 1) Draft Agreement between LAUSD and RAP, Summer Lunch Program
- 2) Report No. 25-055

APPROVED

Apr 03, 2025

BOARD OF RECREATION
AND PARK COMMISSIONERS

BOARD REPORT

NO. 25-055

DATE April 03, 2025

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CALIFORNIA DEPARTMENT OF EDUCATION – SUMMER FOOD SERVICE
PROGRAM 2024-2025 – AUTHORIZATION TO SUBMIT GRANT APPLICATION
FOR SUMMER LUNCH PROGRAM; ACCEPTANCE OF GRANT FUNDS

B. Aguirre	_____	M. Rudnick	_____
B. Jones	_____	C. Santo Domingo	_____
C. Stoneham	<u>C.S</u>	N. Williams	_____



General Manager

Approved X

Disapproved _____

Withdrawn _____

RECOMMENDATIONS

1. Approve the submission of a Summer Food Service Program 2024-2025 (SFSP) grant application to the California Department of Education (CDE) for the Department of Recreation and Parks (RAP) Summer Lunch Program in the approximate amount of \$856,000.00, subject to Mayor and City Council approval;
2. Direct RAP staff to transmit the grant application to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst (CLA) and to the City Clerk for committee and City Council approval before accepting and receiving the grant award, pursuant to Administrative Code Section 14.6 et seq. as may be amended;
3. Authorize RAP's General Manager to accept and receive the SFSP grant award, if awarded, in the approximate amount of \$856,000.00 from the CDE for RAP's Summer Lunch Program, subject to the approval of the Mayor and City Council;
4. Designate RAP's General Manager, Executive Officer, or Assistant General Manager, as the agent to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, etc., which may be necessary for the acceptance and use of the SFSP grant funds, subject to approval of such documents as may be necessary by the Board of Recreation and Park Commissioners (Board);
5. Authorize RAP's Chief Accounting Employee to establish the necessary account within "Recreation and Parks Grant" Fund 205 to accept the SFSP grant, if awarded, in the approximate amount of \$856,000.00 for RAP's Summer Lunch Program; and,

BOARD REPORT

PG. 2 NO. 25-055

6. Authorize RAP's Chief Accounting Employee to make any technical corrections, as may be necessary, to effectuate the intent of this Report.

SUMMARY

The Summer Food Service Program (SFSP) is a federally funded program administered by the California Department of Education (CDE) that reimburses agencies for providing nutritious meals to children 18 years of age and younger. RAP submits an annual application to the CDE for its Summer Lunch Program. The application for the program is due on May 15, 2025.

RAP has participated in the SFSP since 1975. The program provides free lunches at approximately 100 RAP facilities during the summer months when the Los Angeles Unified School District (LAUSD) schools are not in session. All sites are "drop-in" locations where meals are available to all children in the area. A list of sites is herein included as Attachment 1. Children do not need to apply, meet eligibility requirements, sign up or sign in. The lunches are nutritious and well-balanced meals that must meet Federal meal pattern requirements.

The 2025 SFSP reimbursement rate is \$5.31 per lunch. An increase in the rate of reimbursement is determined by the United States Department of Agriculture each January. Reimbursements are calculated based on the number of "first" meals (meals served that do not include leftovers or second servings to the same children) with an allowance for second servings to be claimed. During the 2024 summer season, RAP served 130,460 lunches at 99 parks and was reimbursed \$669,259.80, based on the 2024 reimbursement rate of \$5.13 per meal.

LAUSD's Food Service Division has provided healthy lunches for the Summer Lunch Program since the summer of 2014 and will be the provider for 2025. LAUSD has agreed to a price of \$5.21 per lunch for summer 2025

The Summer Lunch Program is set to operate June 12, 2025 to August 1, 2025.

FISCAL IMPACT

Projected expenses for the Summer Lunch Program for 2025 are approximately \$950,000.00, which includes the cost of lunches, program monitors, and other program costs. The anticipated reimbursement is \$856,000.00. RAP will complement the grant in the amount of approximately \$94,000.00.

This Report was prepared by Elizabeth Narvaez, Management Analyst.

LIST OF ATTACHMENTS/EXHIBITS

- 1) List of potential Summer Lunch Program Sites

CITY OF LOS ANGELES
DEPARTMENT OF RECREATION AND PARKS - SUMMER FOOD SERVICE PROGRAM
FOOD SERVICE SITES/ ADDRESSES/ PHONE NUMBERS/ SERVING TIMES
SUMMER SERVICE DATES: JUNE 12, 2025 - AUGUST 1, 2025

NO.	SITE NAME	SITE ADDRESS	ZIP	CD	TELEPHONE	LUNCH TIME
1	109th Street Recreation Center	1464 E. 109th Street	90059	15	(323) 566-4561	11:45 am - 12:30 pm
2	Algin Sutton Recreation Center	8800 S. Hoover Street	90044	8	(323) 753-5808	12:15 pm - 12:45 pm
3	Alpine Recreation Center	817 Yale Street	90012	1	(213) 485-5448	12:00 pm - 12:45 pm
4	Andres & Maria Cardenas Rec Center	14740 Blythe Street	91402	6	(818) 781-3952	12:10 pm - 12:40 pm
5	Baldwin Hills Recreation Center	5401 Highlight Place	90016	10	(323) 934-0746	11:15 am - 12:00 pm
6	Banning Recreation Center	1331 Eubank Street	90744	15	(310) 548-7776	11:30 am - 12:00 pm
7	Bellevue Recreation Center	826 Lucile Avenue	90026	13	(323) 664-2468	11:30 am - 12:00 pm
8	Boyle Heights Sports Center	933 S. Mott Street	90023	14	(323) 264-5136	12:00 pm - 12:30 pm
9	Branford Recreation Center	13306 Branford Street	91331	6	(818) 893-4923	12:00 pm - 12:30 pm
10	Carlin G. Smith Recreation Center	511 W. Ave 46	90065	1	(323) 225-4960	12:00 pm - 12:30 pm
11	Central Park Recreation Center	1357 E. 22nd Street	90011	9	(213) 485-4435	12:00 pm - 12:30 pm
12	Chevy Chase Recreation Center	4165 Chevy Chase Drive	90039	13	(818) 550-1453	12:00 pm - 12:30 pm
13	Culver-Slauson Recreation Center	5072 S. Slauson Avenue	90230	11	(310) 391-5451	11:30 am - 12:15 pm
14	Cypress Recreation Center	2630 Pepper Avenue	90065	1	(213) 485-5384	12:15 pm - 12:45 pm
15	David M. Gonzales Recreation Center	10943 Herrick Avenue	91331	7	(818) 899-1950	11:30 am - 12:15 pm
16	Delano Recreation Center	15100 Erwin Street	91411	6	(818) 756-8529	12:00 pm - 12:30 pm
17	Denker Recreation Center	1550 W. 35th Place	90018	8	(323) 733-8367	12:15 pm - 12:45 pm
18	Downey Recreation Center	1772 North Spring Street	90031	1	(323) 225-7100	12:00 pm - 12:30 pm
19	Eagle Rock Recreation Center	1100 Eagle Vista Drive	90041	14	(323) 257-6948	11:30 am - 12:00 pm
20	Echo Recreation Center	1632 Bellevue Ave	90026	13	(213) 250-3578	12:00 pm - 12:30 pm
21	El Sereno Recreation Center	4721 Klamath Street	90032	14	(323) 225-3517	12:00 pm - 12:30 pm
22	Elysian Valley Recreation Center	1811 Ripple Street	90039	13	(323) 666-5058	12:15 pm - 12:45 pm
23	Evergreen Recreation Center	2844 E. 2nd Street	90033	14	(323) 262-0397	12:00 pm - 12:30 pm
24	EXPO Center	3980 Bill Robertson Lane	90037	9	(213) 763-0116	11:00 am - 12:00 pm
25	Fernangeles Recreation Center	8851 Laurel Canyon Boulevard	91352	6	(818) 767-4171	11:30 am - 12:00 pm
26	Fred Roberts Recreation Center	4700 S. Honduras Street	90011	9	(323) 234-8650	11:30 am - 12:30 pm
27	Garcia Recreation Center	1016 S. Fresno Street	90023	14	(323) 265-4755	11:30 am - 12:15 pm
28	Gilbert Lindsay Recreation Center	429 E. 42nd Place	90011	9	(323) 846-7584	11:30 am - 12:00 pm
29	Glassell Park Recreation Center	3650 Verdugo Road	90065	1	(323) 257-1863	11:45 am - 12:15 pm
30	Green Meadows Recreation Center	431 E. 89th Street	90003	9	(323) 565-4242	11:00 am - 12:00 pm
31	Harbor City Recreation Center	24901 Frampton Avenue	90710	15	(310) 548-7729	11:00 am - 11:30 am
32	Hazard Park Recreation Center	2230 Norfolk Street	90033	14	(213) 485-6839	11:15 am - 12:00 pm
33	Highland Park Recreation Center	6150 Piedmont Avenue	90042	1	(213) 847-4875	11:30 am - 12:00 pm
34	Hollenbeck Recreation Center	415 S. Louis Street	90033	14	(323) 261-0113	11:30 am - 12:00 pm
35	Hollywood Recreation Center	1122 Cole Avenue	90038	13	(323) 467-6847	11:30 am - 12:00 pm
36	Hoover Recreation Center	1010 W. 25th Street	90007	8	(213) 749-8896	12:00 pm - 12:30 pm
37	Hubert Humphrey Recreation Center	12560 Fillmore Street	91331	7	(818) 896-6215	11:30 am - 12:00 pm
38	Jackie Tatum/Harvard Recreation Center	1535 W. 62nd Street	90047	8	(323) 778-2579	12:15 pm - 12:45 pm
39	Jim Gilliam Recreation Center	4000 S. La Brea Avenue	90008	10	(323) 291-5928	12:00 am - 12:45 pm
40	Lafayette Multipurpose Community Center	625 S. Lafayette Park Place	90057	10	(213) 384-0562	12:00 pm - 12:45 pm
41	Lake Street Recreation Center	227 North Lake Street	90026	13	(213) 207-2196	12:15 pm - 12:45 pm
42	Lake View Terrace Recreation Center	11075 Foothill Blvd	91342	7	(818) 899-8087	12:00 pm - 12:30 pm
43	Lanark Recreation Center	21816 Lanark Street	91304	3	(818) 883-1503	12:00 pm - 12:30 pm
44	Lemon Grove Recreation Center	4959 Lemon Grove Avenue	90029	13	(323) 666-4144	11:15 am - 12:00 pm
45	Lincoln Heights Recreation Center	2303 Workman Street	90031	1	(323) 225-2838	11:30 am - 12:00 pm
46	(LHYC) Lincoln Heights Youth Center	2911 North Altura Street	90031	1	(323) 226-1401	12:00 pm - 12:30 pm
47	Lincoln Park Recreation Center	3501 Valley Boulevard	90031	1	(213) 847-1726	12:00 pm - 12:30 pm
48	Loren Miller Recreation Center	2717 Halldale Avenue	90018	8	(323) 734-4386	12:00 pm - 12:30 pm

49	Lou Costello Recreation Center	3141 E. Olympic Boulevard	90023	14	(213) 485-9111	12:00 pm - 12:45 pm
50	MacArthur Park Community Center	2230 W. 6th Street	90057	1	(213) 368-0520	11:30 am - 12:00 pm
51	Montecito Heights Recreation Center	4545 Homer Street	90031	1	(213) 485-5148	12:00 pm - 12:45 pm
52	Mount Carmel Recreation Center	830 W. 70th Street	90044	8	(323) 789-2756	12:15 pm - 12:45 pm
53	Normandale Recreation Center	22400 S. Halldale Avenue	90501	15	(310) 328-3689	11:30 am - 12:00 pm
54	Normandie Recreation Center	1550 S. Normandie Avenue	90006	1	(323) 737-1181	11:30 am - 12:00 pm
55	North Hollywood Rec. Center	11430 Chandler Boulevard	91601	2	(818) 763-7651	11:45 am - 12:15 pm
56	Oakwood Recreation Center	767 California Avenue	90291	11	(310) 452-7479	12:00 pm - 12:30 pm
57	Panorama Recreation Center	8600 Hazeltine Avenue	91402	6	(818) 893-3401	11:30 am - 12:00 pm
58	Pan Pacific Park Recreation Center	7600 Beverly Blvd	90036	4	(323) 939-8874	12:00 pm - 1:00 pm
59	Pecan Recreation Center	127 S. Pecan Street	90033	14	(323) 262-2736	11:00 am - 11:45 pm
60	Peck Park Recreation Center	560 N. Western Avenue	90732	15	(310) 548-7580	12:00 pm - 12:30 pm
61	Penmar Recreation Center	1341 Lake Street	90291	11	(310) 396-8735	12:00 pm - 12:30 pm
62	Poinsettia Recreation Center	7341 Willoughby Avenue	90046	5	(323) 876-5014	12:00 pm - 12:45 pm
63	Queen Anne Recreation Center	1240 West Boulevard	90019	10	(323) 857-1180	11:30 am - 12:15 pm
64	Ramona Hall Community Center	4580 N. Figueroa Street	90065	1	(323) 276-3021	11:45 am - 12:15 pm
65	Rancho Cienega Sports Complex	5001 Obama Blvd	90016	10	(323) 290-3141	12:00 pm - 12:45 pm
66	Reseda Recreation Center	18411 Victory Boulevard	91335	3	(818) 881-3882	12:00 pm - 12:30 pm
67	Ritchie Valens Rec. Center	10736 Laurel Canyon Boulevard	91331	7	(818) 834-5172	12:00 pm - 12:30 pm
68	Rio De Los Angeles	1900 North San Fernando Road	90065	1	(323) 2763015	12:00 pm - 12:30 pm
69	Robertson Recreation Center	1641 Preuss Road	90035	5	310-278-5383	11:30 am - 12:00 pm
70	Rose Hill Recreation Center	4530 Mercury Avenue	90032	14	(323) 225-0450	11:30 am - 12:00 pm
71	Rosecrans Recreation Center	840 West 149th Street	90247	15	(310) 327-3653	11:30 am - 12:00 pm
72	Ross Snyder Recreation Center	1501 E. 41st Street	90011	9	(323) 231-3964	11:30 am - 12:00 pm
73	Seoul International Park (Ardmore)	3250 San Marino Street	90006	10	(213) 383-7549	12:00 pm - 12:45 pm
74	Sepulveda Recreation Center	8801 Kester Avenue	91402	6	(818) 893-3700	11:45 am - 12:15 pm
75	Shatto Recreation Center	3191 W. 4th Street	90020	4	(213) 386-8877	11:30 am - 12:30 pm
76	Slauson Recreation Center	5306 S. Compton Avenue	90011	9	(323) 233-1174	11:30 am - 12:15 pm
77	South Park Recreation Center	345 E. 51st Street	90011	9	(213) 847-6746	11:00 am - 12:00 pm
78	South Seas House Community Center	2301 West 24th Street _(served at B. Potter)	90018	10	(323) 373-9483	12:00 pm - 12:30 pm
79	St. Andrews Recreation Center	8701 Saint Andrews Place	90047	8	(213) 485-1751	12:00 pm - 12:45 pm
80	State St Recreation Center	716 N. State Street	90033	14	(213) 847-2790	12:15 pm - 12:45 pm
81	Stonehurst Recreation Center	9901 Dronfield Street	91352	7	(818) 767-0314	11:30 am - 12:00 pm
82	Stoner Recreation Center	1835 Stoner Avenue	90025	11	(310) 479-7200	12:00 pm - 12:45 pm
83	Sun Valley Recreation Center	8133 Vineland Avenue	91352	6	(818) 767-6151	12:00 pm - 12:30 pm
84	Sunland Recreation Center	8651 Foothill Boulevard	91040	7	(818) 352-5282	12:00 pm - 12:30 pm
85	Sylmar Park Recreation Center	13109 Borden Avenue	91342	7	(818) 367-5656	11:30 am - 12:00 pm
86	Toberman Recreation Center	1725 S. Toberman Street	90015	1	(213) 485-6896	12:00 pm - 12:30 pm
87	Trinity Recreation Center	2415 Trinity Street	90011	9	(213) 485-4195	11:15 am - 11:45am
88	Valley Plaza Recreation Center	12240 Archwood Street	91606	2	(818) 765-5885	11:30 am - 12:00 pm
89	Van Ness Recreation Center	5720 Second Avenue	90043	8	(323) 296-1559	11:30 am - 12:00 pm
90	Van Nuys Park	14301 Vanowen Street	91405	6	(818) 756-8131	11:30 am - 12:15 pm
91	Victory-Vineland Recreation Center	11117 Victory Boulevard	91606	2	(818) 985-9516	12:00 pm - 12:30 pm
92	Vineyard Recreation Center	2942 Vineyard Avenue	90016	10	(323) 732-2469	11:45 am - 12:15 pm
93	Wabash Recreation Center	2765 Wabash Avenue	90033	14	(323) 262-6534	11:30 am - 12:00 pm
94	Wilmington Recreation Center	325 Neptune Avenue	90744	15	(310) 548-7645	12:00 pm - 12:30 pm
95	Winnetka Recreation Center	8401 Winnetka Avenue	91306	3	(818) 756-7876	11:30 am - 12:00 pm
96	Yosemite Recreation Center	1840 Yosemite Drive	90041	14	(323) 257-1644	11:30 am - 12:15 pm
97	Yucca Park Community Center	6671 Yucca Street	90028	13	(323) 957-6339	12:00 pm - 12:45 pm

SITES AND SERVING TIMES ARE SUBJECT TO CHANGE - REVISED 3-13-25 @ 1458

TRANSFORMING THE WAY PUBLIC INSTITUTIONS BUY FOOD

by basing food procurement on five core values: local & community-based economies, community health & nutrition, valued workforce, animal welfare, and environmental sustainability—within a framework of equity, accountability & transparency.



ENVIRONMENTAL SUSTAINABILITY

Source from farms and food businesses that build healthy ecosystems by improving soil health, increasing biodiversity, reducing the use of pesticides and fertilizers, and reducing their carbon and water footprint.



COMMUNITY HEALTH & NUTRITION

Support communities in shaping their food environment with nourishing foods that improve health and wellbeing, ensure food sovereignty, and build resilience. Prioritize minimally processed foods that honor communities' food traditions.



EQUITY, ACCOUNTABILITY & TRANSPARENCY

Implement strategies across the five value categories that create a more equitable, accountable, and transparent food system.



LOCAL & COMMUNITY-BASED ECONOMIES

Build partnerships with community members, prioritize local producers, and source foods from community-based farms, fisheries, and other businesses to support shorter, more resilient supply chains and strong regional economies.



VALUED WORKFORCE

Source from businesses that uphold and implement principles of workers' rights; cooperative ownership; democratic decision-making; and migrant, racial, and gender justice to ensure that food workers can live and work with dignity.



ANIMAL WELFARE

Source from farms and ranches that ensure responsible care and stewardship of farmed animals such that the animals' physical, mental, and behavioral needs are met throughout their lives.

HOW IT WORKS

GOOD FOOD LEADER

To become a Good Food Leader: Gold status, an institution must complete a checklist of requirements in each value category, while also advancing equity, accountability & transparency.

MULTIPLE CERTIFICATIONS

Checklists are informed by the country's most respected and authoritative third party certifications, experts, and community-based advocates in all five values.

STRUCTURE & FLEXIBILITY

The Program gives institutions the structure they need to assess their food purchases and set informed goals, while deepening accountability to the communities they serve.



**SUMMER FOOD SERVICE PROGRAM
STANDARD FOOD SERVICE AGREEMENT 2025**

This agreement ("Agreement") is entered into on _____ by and between Summer Food Program SPONSOR:

City of Los Angeles, Department of Recreation and Parks, hereinafter referred to as the "Agency," located at 221 North Figueroa Street, Los Angeles, CA 90012 and FOOD SERVICE VENDOR: ***Los Angeles Unified School District on behalf of its, Food Service Division located at 333 South Beaudry Ave, 28th Floor, Los Angeles, CA 90017***, hereinafter referred to as the "Vendor."

Whereas, it is not within the capability of the Agency to prepare specified meals under the Summer Food Service Program (SFSP); and

Whereas, the facilities and capabilities of the Vendor are adequate to prepare and deliver specified meals to the Agency's facilities; and

Whereas, the Vendor is willing to provide such services to the Agency on a cost reimbursement basis.

Therefore, both parties hereto agree as follows:

THE VENDOR AGREES TO:

1. Prepare unitized meals for delivery inclusive of milk each day, Monday through Friday, in accordance with the number of meals requested and at the cost per meal listed below to the food service sites ("Sites") identified on Attachment A, "Route List and Address List," attached hereto and made a part hereof.

Breakfast	\$___each	Lunch	\$__5.21__each
Supplement/Snack	\$___each	Supper	\$___each

2. Provide the Agency, for approval, a proposed cycle menu for the operational period, at least 45 days prior to the beginning of the period to which the menu applies. The Agency shall notify Vendor of any problems with the menu as soon as possible after menu receipt. The Vendor will not accept menu changes within 30 days prior to the beginning of the period to which the proposed menu applies. If Agency fails to notify Vendor of menu problems within the timeframe herein, the menu shall be deemed approved by the Agency. Any changes to the menu made after Agency approval must be agreed upon by the Agency, in compliance with the California Department of Education ("CDE") standards and documented on the menu records.
3. Ensure that each meal provided to the Agency under this Agreement meets the minimum requirements as to the nutritional content as specified by the SFSP Meal Pattern, which is excerpted from the regulations 7 CFR Part 225.16, or an approved National School Lunch Program ("NSLP") option. NSLP vendors may use the same menu planning option they use during the school year in lieu of using the SFSP meal pattern.

4. Provide meals meeting United States Department of Agriculture (“USDA”) requirements. Meals delivered not meeting USDA requirements will not be paid for by the Agency. Such meals to include:
 - A. An imbalance between the number of milks and/or juices and the number of meals.
 - B. Missing components, incomplete meal
 - C. Insufficient wrapping of lunches, juices, and milk¹
 - D. Damaged or spoiled components²
 - E. Components grossly short of required weight or size
 - F. Same fruit or vegetable component used to meet the USDA “¾ cup fruit/vegetable requirement.

In the event the Agency determines that a meal does not meet USDA requirements, Agency shall immediately notify Vendor upon discovery and provide Vendor a reasonable opportunity to correct the problem and provide a meal that is reimbursable. “Reasonable” in this Section shall mean until at least 20 minutes into the meal serving time. Agency’s failure to immediately notify Vendor upon discovery and provide Vendor a reasonable opportunity to correct a problem may waive Agency’s option to withhold payment.

5. Maintain full and accurate records which document: 1) the menus provided to the Agency during the term of this Agreement; 2) a listing of all components of each meal; and, 3) an itemization of the quantities of each component used to prepare said meal. The Vendor agrees to provide meal preparation documentation by using yield factors for each food item as listed in the USDA Food Buying Guide when calculating and recording the quantity of food prepared for each meal.
6. Comply with the City of Los Angeles Good Food Policy meal requirements and guidelines, as may be amended from time to time, which is attached hereto as Attachment B.
7. Maintain such cost records as invoices, receipts and/or other documentation that exhibit the purchase, or availability to the Vendor, of the meal components and quantities itemized in the meal preparation records for a period of three (3) years after the end of the fiscal year to which they pertain.
8. Maintain on a daily basis an accurate count of the number of meals, by meal type, prepared for and delivered to the Agency. Meal count documentation must include the number of meals requested by the Agency.
9. Allow the Agency to increase or decrease the number of meal orders, as needed, when the request is made no later than 4 pm on the previous business day.

¹ For items wrapped in paper or foil, “insufficient wrapping” shall mean at least 25% of the item is exposed, based on a visual inspection. For liquid items, “insufficient wrapping” shall mean improper closure of a container that has led to spillage of the contents.

² Damage must be material. A meal may still be reimbursable if damage is purely cosmetic or otherwise minor.

10. Present to the Agency an invoice accompanied by reports on a weekly basis which itemizes the previous week's delivery. The Vendor agrees to forfeit payment for meals which are not ready within **20 minutes** into specified meal serving time or are spoiled at the time of delivery or do not otherwise meet the meal requirements contained in this Agreement, so long as Vendor has been provided a reasonable opportunity to correct any problems with meals as required in Section 4 of this Agreement.
11. Provide the Agency with a copy of current health certifications for the food service facility in which it prepares meals for the SFSP. The Vendor shall ensure that all health and sanitation requirements of the California Uniform Retail Food Facilities Law, Chapter 4 of Part 7 of Division 104 of the California Health and Safety Code, as may be amended from time to time, are met at all times.
12. Operate in accordance with current SFSP and USDA regulations as related to food service vendors.
13. Prepare all meals under properly controlled temperatures and assembled not more than 24 hours prior to delivery. Field trip meals are exempt from the 24-hour restriction of this Section.
14. Deliver all meals in refrigerated trucks or insulated containers, the quality of which would maintain the food temperature between 32- and 41-degrees Fahrenheit for cold meals and 140 degrees Fahrenheit for hot meals.
15. Provide two (2) copies of delivery receipt (transport record) to each feeding site.
16. Retain all required records for a period of three (3) years after the end of the fiscal year to which they pertain (or longer, if an audit is in progress). Upon request, make all accounts and records pertaining to the Agreement available to a certified public accountant hired by the Agency, representatives of the CDE, USDA, and the USDA Office of Inspector General for audits or administrative reviews at a reasonable time and place. Vendor may also disclose records if required to do so by court order, statute, or Public Records Act request.
17. Not subcontract for the total meal, with or without milk, or for the assembly of the meal.
18. Be paid by the Agency for all meals delivered by the Vendor in accordance with the Agreement regardless of the number of meals served by the Agency. Neither the CDE nor the USDA will assume liability for payment of differences between the number of meals prepared for delivery by the Vendor and the number of meals served by the Agency that are eligible for reimbursement. The Agency will assume liability for payment of differences between the number of meals prepared for delivery by the Vendor and the number of meals served by the Agency that are eligible for reimbursement.
19. RESERVED

THE AGENCY AGREES TO:

20. Request by telephone/e-mail no later than **3:00pm** the previous day, an accurate number of meals to be delivered to the Agency for the following day. Notify the Vendor of necessary increases or decreases in the number of meals ordered by **4:00pm** on the day prior to the day upon which such increases or decreases in the meal count are to take effect. Errors in

meal orders made by the Agency shall be the responsibility of the Agency. Attached as "Attachment A" is a list of routes and addresses for deliveries. Notices pursuant to this Section may be directed to the Vendor contact party identified in Section 29 of this Agreement.

21. Ensure that an Agency representative is available at each feeding site at the specified time on each specified day to receive, inspect, and sign for the requested number of meals. This individual will immediately verify the temperature of one of each potentially hazardous food item delivered and the quality, packaging and quantity of each meal delivered. The Agency assures the Vendor that this individual will be trained and knowledgeable in the record keeping and meal requirements of the SFSP, and with local health and safety codes, and on-site meal inspection protocols to be mutually agreed upon between Agency and Vendor.
22. Provide personnel to serve meals, clean the serving and eating area, and keep Cambros/food storage containers in a safe place for pickup by the Vendor no later than ***the following day after delivery***.
23. Notify the Vendor of any problems with the menu as soon as possible after menu receipt. The Vendor will not accept menu changes within 30 days prior to the beginning of the period to which the proposed menu applies. If the Agency fails to notify Vendor of menu problems within the timeframe herein, the menu shall be deemed approved by the Agency.
24. Provide the Vendor with a copy of 7 CFR Part 225.16; the SFSP Meal Pattern, Schedule B; the USDA Food Buying Guide; and all other technical assistance materials pertaining to the food service requirements of the SFSP as requested by Vendor. The Agency will, within 24 hours of receipt from the CDE Nutrition Services Division, advise the Vendor of any changes in the food service requirements.
25. Pay the Vendor within **45** days of receipt of weekly itemized invoice. Agency agrees to notify the Vendor within 48 hours of receipt invoice of any discrepancy in the invoice. Pay the Vendor for all meals delivered in accordance with the Agreement. Neither the CDE nor USDA assume liability for payment of the difference between the number of meals prepared, delivered by the Agency and the number of meals served by the Agency that are eligible for reimbursement. Agency agrees to pay for all meals delivered by Vendor, pursuant to this agreement, regardless of the number of meals served by Agency. The Agency will assume liability for payment of the difference between the number of meals prepared, delivered by the Agency, and the number of meals served by the Agency that are eligible for reimbursement.
26. Pay the Vendor a \$25.00 delivery fee per site, per day, when a site orders 19 or less regular meals for the day. The \$25.00 delivery fee does not apply when ordering field trip meals. Meals will be delivered on the day they are served and the Sites will get regular meals (meals on the menu for that day). There will be no delivery fee charged when quantity of meals ordered is 20 or more. If Sites order both field trip meals and 20 or more meals for the site on field trip day, then there will be no delivery fee. and Vendor will deliver regular meals on the day of the fieldtrip and fieldtrip meals the day prior to the fieldtrip.
27. Agency agrees to pay Vendor for lost or damaged Vendor property used in the delivery of food. The Vendor and Agency mutually agree that the following will be charged to Agency in the event of damage or loss.

Damage/Loss Schedule

ITEM NAME	COST PER EACH
RED INSULATED BAG	\$69.00
GEL PACK	\$7.00
ICE PACKET	\$1.50
CARDBOARD	\$0.50

28. IDEMNIFICATION

Except as otherwise indicated in this Agreement, Government Code section 895.2 imposes joint civil liability upon public entities solely by reason of entities being parties to an agreement, as defined by Government Code section 895. Pursuant to Government Code section 895.4 and 895.6, the Parties shall each assume the full liability imposed upon it, or any of its officers, agents, or employees, by law for injury caused by a negligent or wrongful act or omission occurring during the performance of this Agreement. The Parties indemnify and hold harmless each other for any loss, costs, or expenses that may be imposed upon such other party by virtue of Government Code section 895.2.

- a. In the event of third-party loss caused by negligence, wrongful act, or omission of both parties, each Party shall bear financial responsibility in proportion to its percentage fault as may be mutually agreed or judicially determined. The provisions of Civil Code section 2778 regarding interpretation of indemnity agreements are hereby incorporated.
- b. The Parties shall obtain and keep in force at their own mutual expense and for the duration of this Agreement adequate self- or independent insurance against claims for injuries to persons or damages to property which may arise from activities related to the performance and service of this Agreement such that it adequately covers their mutual obligations under this provision.

29. MISCELLANEOUS

A. TERMS OF AGREEMENT:

This Agreement will take effect commencing on **June 12, 2025**, and shall end on **August 01, 2025**. This Agreement may be terminated by either party by giving written notice to the other party at least 30 days prior to the date of termination. The Agency shall have the option to cancel this Agreement if the federal government withdraws funds to support the SFSP. It is further understood that in the event this Agreement is cancelled, the Agency shall be responsible for the cost of meals that have already been assembled and delivered in accordance with this Agreement.

B. The School Food Authority Vending to A Sponsor:

- i. The Summer Food Services Program ("SFSP") information can be found at:

<https://www.cde.ca.gov/ls/nu/sf/index.asp>

The Vendor will use the regular School Meal Pattern ☐

The Vendor will use the SFSP Meal Pattern ☒

- C. This Agreement and all exhibits or attachments to this Agreement, constitute the entire agreement between the parties to the Agreement and supersede any prior or contemporaneous written or oral understanding or agreement, and may be amended only by written amendment executed by both parties to this Agreement.
- D. Agrees to allow the Vendor to use the SFSP Meal Pattern noted above. Yes ☒ No ☐
- E. The validity, interpretation, and performance of this Agreement shall be determined according to the laws of the State of California. Venue for any court proceedings in connection herewith shall be in the state or federal courts located within the City of Los Angeles, California.
- F. All notices or documents to be given by either Party to the other pursuant to this Agreement will be sent by prepaid first class mail, by electronic mail, by fax, or hand-delivered, to the addresses set forth below.

To Vendor:

Name: Leslie Perez

Title: Principal Recreation Supervisor I

Company Address: 3900 West Chevy Chase Dr LA CA 90039

Telephone: 818-243-2490 Fax: N/A

Email: Leslie.Perez@lacity.org

To Agency:

Name: _____

Title: _____

Address: _____

Telephone: _____ Fax: _____

Email: _____

[SIGNATURE PAGE TO FOLLOW]

VENDOR AND AGENCY:

In witness thereof, the parties hereto have executed this agreement as of the dates indicated below:

VENDOR OFFICIAL (SIGNATURE)	AGENCY OFFICIAL (SIGNATURE)
VENDOR OFFICIAL NAME (PRINT)	AGENCY OFFICIAL NAME (PRINT)
TITLE	TITLE
TELEPHONE NUMBER	TELEPHONE NUMBER
DATE	DATE

* By signing below, the signatory attests that they have no personal, financial, beneficial, or familial interest in this Agreement.