



February 8, 2024

North Clackamas Parks and Recreation District Board of Directors

Approval of Board Order authorizing a Purchase Order under a Cooperative Contract with U.S. Foods for the Milwaukie Community Center Nutrition Program. Purchase Order value is \$280,000 for 1.25 years. Funding is through Federal grants, donations and contributions, and the \$132,000 in budgeted North Clackamas Parks & Recreation District General Funds. No County General Funds are involved.

Previous Board Action/Review	Contract with U.S. Foods is done on a bi-annual basis.		
Performance Clackamas	1. This funding aligns with the strategic priority to ensure safe, healthy and secure communities by addressing older adults' nutrition and isolation.		
Counsel Review	Yes	Procurement Review	Yes
Contact Person	Marty Hanley	Contact Phone	503-794-8058

EXECUTIVE SUMMARY: The Milwaukie Community Center, a division of the North Clackamas Parks and Recreation District, requests approval of a contract with its primary food vender, U.S. Foods. This contract is for \$70,000 for FY 23/24, and \$210,000 for FY 24/25 for total contract value of \$280,000. Prices are set based on a State cooperative price agreement with U.S. Foods. The high food cost reflects both increased raw food costs as well as higher need in the community. Services include both the Meals on Wheels and Congregate Dining programs at the Milwaukie Community Center.

RECOMMENDATION: Staff recommends the board approve this Contract in order to provide vital nutrition services for older adults in North Clackamas County.

ATTACHMENTS: U.S. Foods contract and State of Oregon price agreement with U.S.Foods # 0537

Respectfully submitted,

Cindy Becker

Cindy Becker, Acting Director

North Clackamas Parks and Recreation District

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**BEFORE THE BOARD OF DIRECTORS FOR
THE NORTH CLACKAMAS PARKS AND RECREATION
DISTRICT
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Approving
Issuance of Purchase Order to
Purchase Food Products



Board Order No. _____
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Whereas, the Board of Clackamas County Commissioners, acting as the Board of Directors for the North Clackamas Parks and Recreation District (the “Board”), has authority to sign all contracts and any amendments or renewals of the same;

Whereas, Oregon Revised Statutes (“ORS”) chapter 279A.200-220 and Local Contract Review Board Rule C-046-0400 permit the North Clackamas Parks and Recreation District to purchase goods or services using a cooperative procurement;

Whereas, the State of Oregon established a cooperative contract with US Food, Inc. for the purchase of food service products, State of Oregon Contract number 0537;

Whereas, the North Clackamas Parks and Recreation District desires to purchase food service products for the Milwaukie Community Center’s Nutrition Program through the State of Oregon contract number 0537, for a total price of \$280,000.00;

Whereas, the Clackamas County Department of Finance requests authority to utilize the State of Oregon contract number 0537 to purchase the aforementioned equipment by issuance of a purchase order (“PO”);

Whereas, a PO is issued directly through the Department of Finance’s management software with no signature required or available;

NOW THEREFORE, the Board of Clackamas County Commissioners, acting as the Board of Directors for the North Clackamas Parks and Recreation District, orders as follows:

1. The requested use of the State of Oregon contract number 0537 to purchase food service products in the amount of \$280,000.00 is hereby approved;
2. The Clackamas County Department of Finance is hereby delegated limited authority to issue a PO to purchase food service products using the State of Oregon contract number 0537.

[Signatures to Follow]

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DATED this ____ day of _____, 2024

**BOARD OF CLACKAMAS COUNTY COMMISSIONERS ACTING AS THE BOARD
OF DIRECTORS FOR THE NORTH CLACKAMAS PARKS AND RECREATION
DISTRICT**

Chair

Recording Secretary