



County of Santa Cruz

485

HUMAN RESOURCES AGENCY

CECILIA ESPINOLA, ADMINISTRATOR

1000 EMELINE ST., SANTA CRUZ, CA 95060

(408) 454-4130 OR 454-4045

FAX: (408) 4544642

January 12, 1999

Agenda: January 26, 1999

BOARD OF SUPERVISORS

County of Santa Cruz

701 Ocean Street

Santa Cruz, California

Support of Second Harvest Proposal for Funds Provided by AB 2782 to Benefit Local Food Banks

Dear Members of the Board:

The Human Resources Agency supports the Second Harvest Food Bank's (SHFB) proposal for funds provided by AB 2782 to purchase a fork lift truck and a small box truck for expansion of the Emergency Food Assistance Program (EFAP) and Food For Children Program. AB 2782 was authored by Assemblyman Fred Keeley with the express intent that funds be used by local food banks to purchase food, expand refrigeration space or purchase vehicles and other equipment needed to expand capacity.

As you may know, SHFB has aggressively expanded the EFAP program increasing the number of distribution sites from 5 to 14 over the past year. An additional 10 sites will be added in 1999. Much of this increase is in support of SHFB's Food For Children Program which distributes food boxes, weighing approximately 40 pounds, to families at neighborhood schools and low income housing areas. The new sites will serve approximately 1,000 additional families and distribute in excess of 200,000 pounds of additional food annually.

Second Harvest is in need of a fork lift and small box truck in order to continue their service expansion. A fork lift will enable the Food Bank to implement a new high pallet racking storage system, which will improve warehouse efficiency and increase storage capacity. A new small box truck will replace the current 25 year-old truck. This type of vehicle is best suited for the type of deliveries needed for the EFAP and the Food For Children Program. Cost of the fork lift is approximately \$23,000 and the truck approximately \$25,000. AB 2782 authorizes the use of state funds with no cost to the county.

This proposal is in keeping with the intent of AB 2782 to provide funding to local Food Banks for the purpose of expanding capacity. We are requesting that your Board send a letter of support for this proposal.

BOARD OF SUPERVISORS

Agenda: January 26, 1999

Second Harvest Food Bank Request for Letter of Support

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IT IS THEREFORE RECOMMENDED that your Board direct the Chair of the Board of Supervisors to send a letter of support to the California State Department of Social Services recommending the Second Harvest Food Bank funding request for \$48,000.

Very truly yours,

Cecilia Espinola (ET)

CECILIA ESPINOLA
Administrator

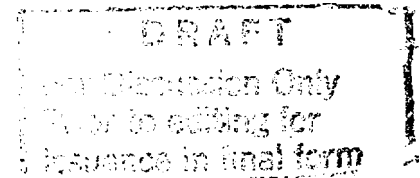
CE/PYB/thp/n::\cp\2harvest.pro

RECOMMENDED:

for Susan A. Mauriello
Susan A. Mauriello
County Administrative Officer

Attachments

cc: Second Harvest Food Bank



Ken Grayson, Program Administrator
Emergency Food Assistance Program
Food Assistance Program Bureau
California State Department of Social Services
744 P Street, MS 19-51
Sacramento, CA 95814

**Support of Second Harvest Food Bank of Santa Cruz County for
Funds Provided by AB 2782 to Benefit Local Food Banks**

Dear Mr. Grayson:

The Santa Cruz County Board of Supervisors supports the Second Harvest Food Bank of Santa Cruz County's (SHFB) proposal AB2782 funds to purchase a fork lift truck and a small box truck for expansion of the Emergency Food Assistance Program (EFAP) and Food For Children Program. The express intent of AB 2782, authored by Assembly Member Fred Keeley, is to make funds available to local food banks for the purchase of food, expansion of refrigeration space, or the purchase vehicles and other equipment in order to expand capacity.

During the past year, SHFB has aggressively expanded the EFAP program increasing the number of distribution sites from 5 to 14. An additional 10 sites will be added in 1999. Much of this increase is in support of SHFB's Food For Children Program, which distributes food boxes weighing approximately 40 pounds to families at neighborhood schools and low income housing areas. The new sites will serve approximately 1,000 additional families and distribute an additional 200,000 pounds of food annually.

Second Harvest needs to replace a fork lift and small box truck in order to support the service expansion. A fork lift will enable the Food Bank to implement a new high pallet racking storage system, which will improve warehouse efficiency and increase storage capacity. A new small box truck will replace the current 25 year-old truck. This type of vehicle is best suited for the type of deliveries needed for the EFAP and the Food For Children Program. Cost of the fork lift is approximately \$23,000 and the truck approximately \$25,000.

This proposal is in keeping with the intent of AB 2782 to provide funding to local Food Banks for the purpose of expanding capacity. We support SHFB's proposal to purchase a fork lift and a

small box truck at a total cost of \$48,000 and urge that you fund this proposal. We believe that funding this proposal will enable the Second Harvest Food Bank of Santa Cruz County to expand its EFAP and Food For Children Program that will result in an additional 1,000 families being served annually.

Very truly yours,

JEFF ALMQUIST
Chair, Board of Supervisors

JA/CE/PYB/thp/n::2harvest2

Attachments

cc: Second Harvest Food Bank



December 23, 1998

Ken Grayson
EFAP Program Administrator
Food Assistance Program Bureau
Department of Social Services
744 P Street MS 19-51
Sacramento, CA 95814

Dear Mr. Grayson,

SUBJECT: Letter of Intent to Submit Proposal for Funds Provided by AB2782 to Benefit Local Food Banks

In response to your letter of December 17, 1998 it is the intention of the Second Harvest Food Bank of Santa Cruz & San Benito Counties to request approximately \$48,000 in funding from AB2782 appropriated money to purchase a fork lift truck and a small box truck to support our expanded EFAP food distribution program.

We have been aggressively expanding our EFAP distribution for the past year and intend to continue this expansion in calendar year 1999. During FY 98 we increased our number of EFAP distribution sites from 5 to 14 and anticipate adding approximately 10 additional sites in 1999. The new sites will serve approximately 1,000 additional families, representing 2,000 to 3,000 adults and children and distribute in excess of 200,000 pounds of additional food - if we are able to service them.

Much of this increased distribution is in support of our Food For Children program, which distributes food boxes weighing approximately 40 pounds to families at neighborhood schools and low income housing areas in our service area. The Food For Children program was initiated after our 1997 Hunger Study of our service area indicated that 48 percent of our clients are children. This is approximately 25 percent higher than the national average for food banks and probably due to high endemic unemployment rates in much of our rural service area.

In addition to the 564,300 pounds of EFAP food we distributed in FY98, we provided EFAP clients with 333,595 pounds of locally donated food to supplement the EFAP distribution. We have also recently received \$10,000 in grant funding from Kraft Foods to purchase nutritious food to supplement the EFAP and locally donated food that is distributed through the Food For Children program in 1999.

To continue this service expansion and to maintain the current level of service we desperately need to update our dilapidated fork lifts and light delivery box truck.

Only one of our four fork lifts is less than 10 years old, the oldest three average more than 20 years of service life. Additionally, to increase our limited warehouse storage capacity we need a three-wheel forklift that can operate in narrower aisles than any of our current machines can. This will accommodate a new narrow aisle, high pallet racking storage system we hope to introduce next year to provide more storage capacity to meet EFAP and other program needs. We have priced the type of fork lift we need and they sell for approximately \$23,000. For our proposal we will supply competitive bid prices.

Our small box truck, which is most suitable for EFAP deliveries, is over 25 years old and well past its useful service life. To support our EFAP program expansion we have a severe need to replace this truck with one that is more reliable and less costly to maintain, and one with a much-needed lift gate. Market prices for the type of truck we need are approximately \$25,000. As with the fork lift we would obtain competitive bids to submit with our proposal.

Future operating costs for these new vehicles will be provided from our operating funds, as are our current vehicles. With less need for maintenance they will reduce our upkeep costs, increase our service capacity and improve delivery reliability.

As we are located in a mostly rural economically depressed area with few corporate or foundation sources of equipment funding there is little probability of funding these purchases locally.

We expect that the Santa Cruz County Board of Supervisors will take action in support of this request at their meeting on January 26, 1999. Our local state assemblyman, Fred Keeley, with whom we worked to get AB 2782 passed, is also a strong supporter of our organization.

Thank you for the opportunity to submit this letter of intent. We look forward to the opportunity to submit our formal proposal.

Sincerely,



Willy Elliott-McCrea
Executive Director

cc: County of Santa Cruz
Assemblyman Fred Keeley

STATE OF CALIFORNIA-HEALTH AND WELFARE AGENCY
 DEPARTMENT OF SOCIAL SERVICES
 Emergency Food Assistance Program
 744 P Street MS 19-51, Sacramento, CA 95814



December 17, 1998

Willy Elliot-McCrea, Executive Director
 Second Harvest Food Bank Serving Santa Cruz
 P.O. Box 990
 Watsonville, CA 95077-0990

Dear Mr. Elliot-McCrea :

SUBJECT: State Budget Augmentation To Support Hunger Relief Efforts

As you know the Governor vetoed the original legislation that would have added state money to Emergency Food Assistance Program (EFAP) from the 1998/99 State budget. However, a budget trailer bill (AB 2782), was passed. It appropriated \$2 million dollars to the California Department of Social Services (CDSS) for the benefit of local food bank programs through purchase of food, expanded refrigeration space, purchase of vehicles or other equipment that would be directly used for the delivery, distribution of food products, or for other uses that will allow food banks to increase the amount of food they can receive and distribute.

Many county feeding agencies lack freezer or refrigeration space to accept, store, and distribute perishable food products (over 50% of EFAP food is perishable) and many county feeding agencies do not own, have long term control, or lack the space in their facility. Building comparable refrigeration under such circumstances would be impractical. With this in mind unless the proposals received would better meet this need we are considering purchasing mobile refrigeration that can be used by the Food Distribution Agencies (FDA) to resolve this problem and expand services to the needy.

CDSS is responsible for achieving the maximum benefit from this funding. We feel it is important for the County Boards of Supervisors to be aware of the activities, needs and forthcoming proposals for assistance regarding their designated FDAs. We have developed Request For Proposal (RFP) criterion to help in determining which proposals best serve the needs of the program and recipients in your community. We would appreciate Board of Supervisor recommendations regarding the RFP(s). We will consider any recommendation made by the Boards and fund those proposals that are determined to most benefit the program and recipients.

CDSS sees these funds as a means to support the recent changes to EFAP such as the inclusion of the former Soup Kitchen Program, the expansion of fresh produce efforts, and the increase in commodities through bonus. Recent reports indicate an increased need among recipients, yet many food banks have expressed difficulty in increasing their EFAP caseload or delivering the food they may receive. For food banks in these situations the funds may provide needed equipment. Others have undertaken creative outreach efforts but need additional distribution resources. These are only a few suggestions to guide your response to this request for proposals.

Proposals must include the following:

1. Describe how the funds will be used to help further the mission of your organization.
2. Demonstrate how the proposed purchase(s) that would be made with these funds, will impact recipients in your service area. What proportion of the eligible recipients are you currently serving?

3. Quantify the impact of services for a) adding agencies and recipients, b) improving service to recipients and agencies c) acquiring and distributing, more food to recipients.
4. Establish measurable outcomes to be achieved within a year of disbursement based on answers to question 3.
5. Detail how any added equipment, or other proposed addition to the food bank, will be supported after the initial money has been expended. This is not an ongoing appropriation to EFAP. Any additions to food bank operations may have to depend on local sources for on going support.

Technical guidelines:

- The proposed purchase(s) may be used by household or congregate feeding programs.
- If food, or equipment, is the intended purchase the usual method of obtaining bids and submission of those bids to CDSS for approval must be followed. Any equipment purchased will be retained by the program as is currently the case with items acquired by FDA's for the EFAP.

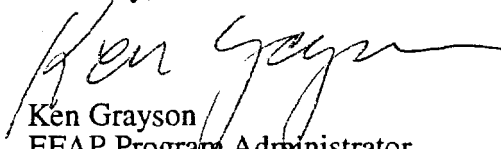
Deadline:

In order not to take any more time than is necessary in distributing this funding, we are asking that a letter of intent (including a brief summary of the proposal) be submitted and received in our office by close of business January 2, 1999. Final proposals should be received in our office by close of business no later than February 4, 1999. A strict cut off for the submission of proposals will be observed. It is expected that requests will far exceed the amount available. Money that is granted must be expended for the item(s) requested by the end of the next State Fiscal year, June 30, 1999.

While attempts will be made to equitably benefit agencies serving all parts of the state, the Food Assistance Program will give priority to requests that propose the greatest benefit to the hungry of California.

Please contact you program analyst, or Bill Schmidt of the Food Assistance Program at (916) 229-3338 if you have any questions.

Sincerely,


Ken Grayson
EFAP Program Administrator
Food Assistance Program Bureau

Enclosure

c: FDA file

STATE OF CALIFORNIA-HEALTH AND WELFARE AGENCY
 DEPARTMENT OF SOCIAL SERVICES
 Emergency Food Assistance Program
 744 P Street MS 19-51, Sacramento, CA 95814



December 17, 1998

Ms. Janet K. Beautz
 Santa Cruz County District 1 County Supervisor
 701 Ocean Street
 Santa Cruz, California 95060

Dear Ms. Beautz :

In the closing hours of the last state budget session money was set aside, at the state level, under AB 2782 for distribution through the California Department of Social Services (CDSS) to improve the ability of food banks to provide services to the hungry of California. CDSS administers the Emergency Food Assistance Program (EFAP) through food distribution agencies in each county designated by the County Board of Supervisors. EFAP at the county level provides government donated food products to qualified low income individuals for use at home or through congregate feeding activities. In your county, the board designated EFAP agency is Second Harvest Food Bank Serving Santa Cruz.

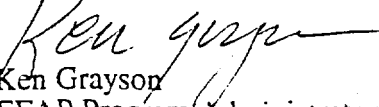
Many county feeding agencies lack freezer/refrigeration space necessary to accept, store and distribute perishable food products such as fresh fruit and vegetables. As you are aware, these types of food products are vital to a healthy diet for anyone, including the recipients of the county feeding programs. One of the obstacles is many county feeding agencies do not own or have sufficient long term control of their facility to make the expense of building adequate freezer/refrigeration feasible or practical. The result is approximately 50% of the EFAP food products are ostensibly not available to families needing food assistance in those counties. We have, therefore, decided to consider the purchase, at the state level, of mobile freezer/refrigeration trailers that will be used for the transportation of fresh, and frozen food to the agency. The trailers would then be left at the agency for their use in storage and distribution. After the food has been distributed, a new trailer of food would be delivered and exchanged with the empty trailer. This decision is, of course, based on the assumption that none of the proposals received from the county feeding agencies would better meet the needs of resolving the refrigeration problem.

We feel it is important for the Board to be aware of the activities, needs, and forthcoming proposals for assistance regarding their designated county food distribution agency. We have developed Request For Proposal criterion (enclosed) to help in determining which proposals best serve the needs of the program and recipients in your community. We would appreciate the Board's recommendations to accompany the proposal(s). We will consider recommendations made by the Board and fund those proposals that are determined to most benefit the program and recipients.

This is a good opportunity to support the hunger relief efforts taking place in California and we hope your county will want to participate. In order not to take any more time than necessary in distributing this funding, we are asking that a letter of intent (including a brief summary of the proposal) be submitted and received in our office by close of business January 2, 1999. Final proposals should be received in our office by close of business no later than February 4, 1999.

If you have any questions please contact Bill Schmidt, EFAP Program Manager at (916) 229-3338.

Sincerely,


 Ken Grayson
 EFAP Program Administrator
 Food Assistance Program Bureau

Enclosure

c: Second Harvest Food Bank Serving Santa Cruz.



FAX MEMORANDUM

To: CAFB Board and Public Policy Committee
From: Sharon Fghigian, Executive Director
Date: 12/23/98 **# of pages:** 5
Re: RFP for \$2 Million in Local food bank infrastructure funds

Attached are background materials on A.B. 2782 and the RFP for the \$2 million:

December 18 letter from Assembly Member Keeley to DSS

December 23 letter from CAFB to DSS

- Copy of section of A.B. 2782 containing \$2 million funding provision.

Please call with any questions. I will be in and out of the office tomorrow (Thurs.).

I will be out of the office from Friday, December 25 - Friday, January 1, 1999.

Have a restful holiday!

P.O. Box 191028
Sacramento, CA 95819
(916) 456-CAFB
(916) 456-8214 FAX

CAPITOL OFFICE
STATE CAPITOL, P.O. BOX 942846
SACRAMENTO, CA 95834-0001
PHONE: (916) 313-2027
FAX: (916) 313-2127

DISTRICT OFFICES:
SANTA CRUZ COUNTY
701 OCEAN ST. #312-B
SANTA CRUZ, CA 95060
PHONE: (408) 425-1402
FAX: (408) 425-3177
MONTEREY COUNTY
380 MONTEREY BAY
100 CAMPUS CENTER, BLDG. 50
SEASIDE, CA 93824
PHONE: (408) 384-1980
FAX: (408) 384-2913

Assembly California Legislature

FRED KEELEY
Assemblymember, 27th District
DEMOCRATIC CAUCUS CHAIR



COMMITTEES:
BUDGET
ENVIRONMENTAL SAFETY
AND TOXIC MATERIALS
HIGHER EDUCATION
INSURANCE
JUDICIARY
NATURAL RESOURCES

December 18, 1998

Calvin Rogers, Chief
Program Integrity Branch
Dept. of Social Services
Welfare to Work Division
744 P. St., MS 6-153
Sacramento, CA 95814

Dear Mr. Rogers:

It has come to my attention that the California Department of Social Services (CDSS) has recently released a Request for Proposal (RFP) for the \$2 million for local food bank infrastructure building included in A.B. 2782.

The RFP notes that many county food banks need freezer or refrigeration space to distribute perishable food products. The RFP states that "unless the proposals received would better meet this need we are considering purchasing mobile refrigeration that can be used by the FDA's to resolve this problem and expand the services to the needy."

I am deeply concerned that this language strongly implies that CDSS has predetermined the next use of these funds before receiving any proposals and before discussing this issue with the Emergency Food Assistance Program (EFAP) Advisory Board. It is my understanding that this Advisory Board was established to provide input and develop recommendations on exactly this type of issue.

I authored A.B. 2782 because I am very aware that local food banks, in both rural and urban areas, critically need to build local infrastructure. These funds are meant to provide local food banks the flexibility to request funds to purchase needed equipment, expand storage and refrigeration space, etc. The intent of A.B. 2782 is to allow local food banks to make a determination at the local level of what they need most to solicit, store and distribute more food. This funding was not intended to support statewide and regional efforts.

I respectfully request that CDSS not begin allocating funds until the EFAP Advisory Board has an opportunity to provide input on the RFP and the funding criteria. If this issue is not successfully resolved, then I will request that the funds not be spent until the new Administration has the opportunity to review CDSS' plan for spending these funds.

Thank you very much for your attention to this request.

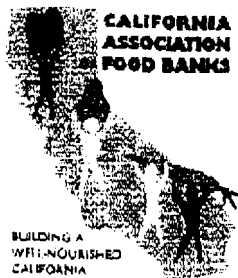
Sincerely,


FRED KEELEY
Assembly Speaker Pro Tem

CC: Eloise Anderson, Director, CA Dept of Social Services
Bruce Wagstaff, Deputy Director, Welfare to Work Division, DSS
Jarvis Grevious, Deputy Director of Administration, DSS
Diane Cummins, CA Department of Finance

bcc: CAFB, Sharon Eghigian
Second Harvest Food Bank, Willie Elliot-McCrea

<http://www.assembly.ca.gov/demweb/members/a27/>



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December 23, 1998

Calvin Rogers, Chief
 Program Integrity Branch
 Dept. of Social Services
 Welfare to Work Division
 744 P. St., MS 6-153
 Sacramento, CA 95814

Dear Mr. Rogers:

This letter is in response to the Request for Proposal (RFP) recently released by the California Department of Social Services (CDSS). The RFP is for the \$2 million for local food bank infrastructure building included in A.B. 2782.

The RFP notes that many food banks need freezer or refrigeration space to distribute perishable food products. The RFP states that "unless the proposals received would better meet this need we are considering purchasing mobile refrigeration that can be used by the FDAs to resolve this problem and expand the services to the needy."

The California Association of Food Banks (CAFB) has several concerns with the RFP and how the RFP was developed. The language strongly implies that CDSS has predetermined the best use of these funds before receiving any proposals and before discussing this issue with the Emergency Food Assistance Program (EFAP) Advisory Board. The EFAP Advisory Board was established to provide input and develop recommendations to CDSS on all matters relating to food distribution. Certainly funding for local food bank infrastructure would fall into this category.

CAFB is also very concerned with the very short turn around time for the letters of intent. The RFP was posted on the IslandsNet computer network on December 17. The letter of intent is due to CDSS by close of business on Saturday, January 2. This leaves, at most, eight business days during a busy holiday season.

A.B. 2782 allocates \$2 million to CDSS:

for local food bank programs to purchase food, expand refrigeration space, and purchase vehicles and other equipment that will be directly used for the purchase, delivery, or distribution of food products, or for other uses that will allow food banks to increase the amount of food they can receive or distribute.

This funding is clearly not intended to support statewide and regional efforts. As our letters of November 10 and December 10 state, CAFB strongly recommends that CDSS use the funding criteria developed by CDSS and CAFB at a series of meetings conducted earlier this year. During these meetings, we agreed that local food banks need funding to build their ^{local} infrastructure. The \$2 million is meant to provide local food banks the flexibility to request funds to meet their vastly different needs. The intent of A.B. 2782 is to allow local food banks to make a determination at the local level of what they need most to solicit, store and distribute more food.

P.O. Box 191028
 Sacramento, CA 95819

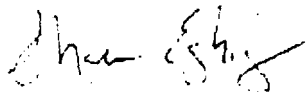
(916) 456-CAFB

(916) 456-8214 FAX

MI. Rogers
December 23
Page 2

CAFB requests that CDSS does not begin allocating funds until the EFAP Advisory Board has an opportunity to provide input on the RFP and the funding criteria at the January 14, 1999 meeting. If this issue is not successfully resolved, CAFB requests that the funds are not spent until the new Administration has the opportunity to review CDSS' plan for spending these funds.

Sincerely,



Sharon Eghigian, Executive Director
California Association of Food Banks

cc. Jarvio Grevious, Deputy Director of Administration, DSS
Diane Cummins, CA Department of Finance

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AB 2782 An act to amend supplement to the Budget Act of 19**BILL NUMBER: AB 2782 CHAPTERED 09/29/98****CHAPTER 953**

FILED WITH SECRETARY OF STATE SEPTEMBER 29, 1998
APPROVED BY GOVERNOR SEPTEMBER 28, 1998
PASSED THE ASSEMBLY AUGUST 31, 1998
PASSED THE SENATE AUGUST 30, 1998
AMENDED IN SENATE AUGUST 28, 1998
AMENDED IN ASSEMBLY MAY 26, 1998

INTRODUCED BY Assembly Member **Keeley** and Senator **Thompson** (Principal coauthor:
Assembly Member **Helen Thomson**)

MARCH 2, 1998

An act to amend and supplement the Budget Act of 1998 (Chapter 324 of the Statutes of 1998), relating to state government, and making an appropriation therefor.

LEGISLATIVE COUNSEL'S DIGEST

AB 2782, Keeley, State Appropriations: Budget Act of 1998.

This bill would appropriate \$11,100,000 from the General Fund for specified purposes, in accordance with a prescribed schedule.

Appropriation: yes.

SECTION 1. There is hereby appropriated the sum of eleven million one hundred thousand dollars (\$11,100,000) from the General Fund, in accordance with the following schedule:

(a) The sum of two million dollars (\$2,000,000) to the State Department of Social Services, in augmentation of Item 5180-001-0001 of the Budget Act of 1998, for local food bank programs to purchase food, expand refrigeration space, and purchase vehicles and other equipment that will be directly used for the purchase, delivery, or distribution of food products, or for other uses that will allow food banks to increase the amount of food they can receive and distribute.

(b) The sum of five million dollars (\$5,000,000) to the Department of Parks and Recreation, in augmentation of Item 3790-301-0001 of the Budget Act of 1998, for Stanford Mansion State Historical Park Preservation-preliminary plans, working drawings, and construction.

For purposes of this subdivision, the following provisions shall apply:

(1) The funds appropriated pursuant to this subdivision may be used for planning, working drawings, and/or construction for the preservation/restoration of the Leland Stanford Mansion State Historic Park, and shall be available for expenditure until June 30, 2001.

(2) These facilities may be used for entertaining by the Governor, including, but not limited to, official receptions, meetings, conferences, bill signings, and any other ceremonial functions deemed appropriate by the Governor. The ceremonial facilities of the mansion shall also be available to the leadership of the Legislature upon request and when not in conflict with the other primary functions of the facility.