

KEY FOCUS AREA: Clean, Healthy Environment
AGENDA DATE: March 22, 2017
COUNCIL DISTRICT(S): All
DEPARTMENT: Housing/Community Services
CMO: Alan Sims, Chief of Neighborhood Plus, 670-1611
MAPSCO: N/A

SUBJECT

Authorize **(1)** the first amendment to the Contract No. 2017-049838-001 with the Department of State Health Services for the Women, Infants, and Children (WIC) Program to **(a)** amend the contract number from Contract No. 2017-049838-001 to Contract No. 2017-049838-001A; **(b)** revise the budget and extend the term of the contract from September 30, 2017 to September 30, 2018 to allow for successful completion of the WIC Project for FY 2017 and FY 2018 grant allocations; **(c)** accept additional grant funds in the amount of \$26,000 for FY 2017 allocation for the WIC Summer Food Service Program for the period October 1, 2016 through September 30, 2017; **(d)** accept grant funds for FY 2018 allocation for continuation of the Special Supplemental Nutrition Program for the WIC Program in the amount of \$15,056,672 for the period October 1, 2017 through September 30, 2018; and **(2)** execution of the amendment and all terms, conditions, and documents required by the contract - Not to exceed \$15,082,672, from \$15,055,566 to \$30,138,238 - Financing: Department of State Health Services Grant Funds

BACKGROUND

Since 1974, the Department of State Health Services (DSHS) has funded the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) in Dallas. The WIC Program provides nutritious food, nutrition education, breastfeeding promotion and support, and referrals to health and social services. The program serves infants, children under age 5, and pregnant, postpartum and breastfeeding women. WIC is a United States Department of Agriculture program administered in Texas by the Department of State Health Services. In Dallas County, the WIC Program is administered by the City of Dallas, Housing/Community Services Department.

BACKGROUND (Continued)

This item authorizes the acceptance of additional grant funds, increasing the total contract budget by \$15,082,672. Twenty-six thousand dollars (\$26,000) of these funds are for expenditures associated with the FY 2017 WIC Summer Food Service Program (SFSP), i.e., salaries of temporary staff, office supplies to include trash receptacles, liners, plastic ware, and insulated coolers for the fourteen (14) WIC clinics providing the SFSP. The remaining funds in the amount of \$15,056, 672 are the FY 2018 allocation for the continuation of the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) for the period October 1, 2017 through September 30, 2018. The total expenditures are not to exceed \$30,138,238.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Authorized a contract for the Special Supplemental Nutrition Program for Women, Infants, and Children Program in the amount of \$15,055,556 on October 11, 2016, by Resolution No. 16-1657.

Information about this item will be provided to the Housing Committee on March 20, 2017.

FISCAL INFORMATION

\$15,082,672 - Department of State Health Services Grant Funds

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WHEREAS, on October 11, 2016, City Council authorized a contract for the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Program in the amount of \$15,055,566, by Resolution No. 16-1657; and

WHEREAS, there is a continued need for the Special Supplemental Nutrition Program for Women, Infants and Children, funded through the Department of State Health Services; and

WHEREAS, the Department of State Health Services and the City desire to revise the budget for the WIC Program from \$15,055,566 to \$30,138,238 of which \$15,081,566 is allocated toward FY 2017 and \$15,056,672 is allocated toward FY 2018 WIC Program; and

WHEREAS, the Department of State Health Services has awarded the City with additional grant funds as part of the budget revision in the amount of \$15,082,672 (\$26,000 for FY 2016-17 WIC Summer Food Program and \$15,056,672 for FY 2017-18 WIC Program allocation) for the continuation of the City of Dallas WIC Program; and

WHEREAS, the City of Dallas will benefit in this contract amendment that includes two years of WIC Program grant allocation, FY 2017 grant allocation and the new FY 2018 grant allocation.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That following approval as to form by the City Attorney, the City Manager is hereby authorized to **(1)** amend the contract (Contract No. 2017-049838-001 and CFDA No. 10.557) with the Department of State Health Services for the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Program to **(a)** amend the contract number from Contract No. 2017-049838-001 to Contract No. 2017-049838-001A; **(b)** revise the budget and extend the term of the contract from September 30, 2017 to September 30, 2018 to allow for successful completion of the WIC Project for FY 2017 and FY 2018 grant allocations; **(c)** accept additional grant funds in the amount of \$26,000 for FY 2017 allocation for the WIC Summer Food Service Program for the period October 1, 2016 through September 30, 2017; **(d)** accept grant funds for FY 2018 allocation for continuation of the Special Supplemental Nutrition Program for the WIC Program in the amount of \$15,056,672 for the period October 1, 2017 through September 30, 2018, in an amount not to exceed \$15,056,672, increasing the total contract amount by \$15,082,672 from \$15,055,566 to \$30,138,238; and **(2)** execute the amendment and all terms, conditions, and documents required by the contract.

March 22, 2017

Section 2. That the Chief Financial Officer is hereby authorized to receive and deposit additional grant funds from the Department of State Health Services in Fund F495, Dept. HOU, Unit 2029, Revenue Source 6509, in an amount not to exceed \$26,000.

Section 3. That the City Manager is hereby authorized to increase appropriations in an amount not to exceed \$26,000, from \$15,055,566 to \$15,081,566 in Fund F495, Dept. HOU, Unit 2029, using specified Object Codes, according to the attached Schedule.

Section 4. That the Chief Financial Officer is hereby authorized to disburse grant funds from the Department of State Health Services in Fund F495, Dept. HOU, using specified Object Codes, according to the attached Schedule, in an amount not to exceed \$26,000.

Section 5. That the Chief Financial Officer is hereby authorized to receive and deposit grant funds for FY 2018 allocation from the Department of State Health Services in Fund F518, Dept. HOU, Units 2903-2910, Revenue Source 6509, in an amount not to exceed \$15,056,672.

Section 6. That the City Manager is hereby authorized to establish appropriations for the FY 2018 allocation in an amount not to exceed \$15,056,672 in Fund F518, Dept. HOU, Units 2903-2910, using specified Object Codes, according to the attached Schedule.

Section 7. That the Chief Financial Officer is hereby authorized to disburse grant funds from the Department of State Health Services for the FY 2018 allocation in Fund F518, Dept. HOU, Units 2903-2910, using specified Object Codes, according to the attached Schedule, in an amount not to exceed \$15,056,672.

Section 8. That the City Manager is hereby authorized to reimburse to the Department of State Health Services any expenditure identified as ineligible. The City Manager shall notify the appropriate City Council Committee of expenditures identified as ineligible not later than 30 days after the reimbursement.

Section 9. That the City Manager shall keep the appropriate City Council Committee informed of all final granting agency monitoring reports not later than 30 days after the receipt of the report.

Section 10. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

SCHEDULE
Department of State Health Services
Special Supplemental Nutrition Program for Women, Infants, and Children
October 1, 2016 through September 30, 2017

Fund F495, Dept. HOU, Unit 2029 (Extra Funds), Revenue Source 6509

| <u>Object Code</u> | <u>Description</u> | <u>Amount</u> |
|--------------------|------------------------|-----------------|
| 3994 | Temporary Help | \$24,000 |
| 3099 | Misc. Special Services | <u>\$ 2,000</u> |
| | Total | \$26,000 |

SCHEDULE

**Department of State Health Services
Special Supplemental Nutrition Program for Women, Infants, and Children
October 1, 2017 through September 30, 2018
Fund F518, Dept. HOU, Unit 2903, (Admin Only), Revenue Source 6509**

| <u>Object Code</u> | <u>Description</u> | <u>Amount</u> |
|--------------------|-------------------------------------|---------------------|
| 1101 | Salaries | \$7,297,860 |
| 1111 | Cell Phone Reimbursement | 7,680 |
| 1201 | Overtime | 155,000 |
| 1203 | Service Incentive Pay | 60,000 |
| 1301 | Pension | 1,079,225 |
| 1303 | Life Insurance | 4,512 |
| 1304 | Health Insurance | 1,011,500 |
| 1306 | FICA (Medicare Only) | 109,048 |
| 1309 | Health & Wellness | 4,375 |
| 2110 | Office Supplies | 90,000 |
| 2140 | Light & Power | 101,106 |
| 2160 | Fuel Supplies | 7,000 |
| 2170 | Water & Sewage | 2,500 |
| 2181 | Fleet Fuel & Lube | 700 |
| 2200 | Chemical/Med/Surgical | 137,200 |
| 2252 | Meter Postage Fund | 800 |
| 2261 | Educational & Recreational Supplies | 2,800 |
| 2710 | Furniture & Fixtures | 5,000 |
| 3050 | Communications | 60,000 |
| 3053 | Communications Circuits | 40,000 |
| 3085 | Freight | 1,000 |
| 3090 | City Forces | 2,500 |
| 3091 | Custodial Services | 70,000 |
| 3099 | Misc. Special Services | 27,328 |
| 3130 | Copy Machine Rental | 35,000 |
| 3330 | Rents | 1,609,580 |
| 3340 | Membership Dues | 525 |
| 3361 | Professional Development | 22,200 |
| 3363 | Reimbursement Personal Vehicle Use | 22,200 |
| 3364 | Personnel Development | 5,000 |
| 3410 | Equip & Automotive Rental | 1,000 |
| 3429 | Blackberry Fees | 1,200 |
| 3430 | Computer Services | 20,000 |
| 3434 | Programming | 370,000 |
| 3651 | General Fund Cost Reimbursement | 50,000 |
| 3851 | Pension Bond Debt Service | 188,668 |
| | Subtotal | \$12,602,507 |

SCHEDULE
Department of State Health Services
Special Supplemental Nutrition Program for Women, Infants, and Children
October 1, 2017 through September 30, 2018

Fund F518, Dept. HOU, Unit 2904 (BFPC), Revenue Source 6509

| <u>Object Code</u> | <u>Description</u> | <u>Amount</u> |
|--------------------|--------------------------|--------------------|
| 1101 | Salaries | \$1,066,732 |
| 1301 | Pension | \$ 152,862 |
| 1303 | Life Insurance | \$ 840 |
| 1304 | Health Insurance | \$ 215,845 |
| 1306 | FICA (Medicare Only) | \$ 15,468 |
| 1309 | Health & Wellness | \$ 875 |
| 2110 | Supplies | \$ 2,518 |
| 2200 | Chem/Med/Surgical | \$ 9,519 |
| 3361 | Professional Development | <u>\$ 2,570</u> |
| | Subtotal | \$1,467,229 |

Fund F518, Dept. HOU, Unit 2905 (RD), Revenue Source 6509

| <u>Object Code</u> | <u>Description</u> | <u>Amount</u> |
|--------------------|----------------------|-------------------|
| 1101 | Salaries | \$ 131,774 |
| 1301 | Pension | \$ 18,883 |
| 1303 | Life Insurance | \$ 48 |
| 1304 | Health Insurance | \$ 12,334 |
| 1306 | FICA (Medicare Only) | \$ 1,911 |
| 1309 | Health & Wellness | <u>\$ 50</u> |
| | Subtotal | \$ 165,000 |

Fund F518, Dept. HOU, Unit 2906 (LC), Revenue Source 6509

| <u>Object Code</u> | <u>Description</u> | <u>Amount</u> |
|--------------------|--------------------------|-------------------|
| 1101 | Salaries | \$ 154,111 |
| 1301 | Pension | \$ 22,084 |
| 1303 | Life Insurance | \$ 72 |
| 1304 | Health Insurance | \$ 18,501 |
| 1306 | FICA (Medicare Only) | \$ 2,235 |
| 1309 | Health & Wellness | \$ 75 |
| 3361 | Professional Development | <u>\$ 2,922</u> |
| | Subtotal | \$ 200,000 |

SCHEDULE
Department of State Health Services
Special Supplemental Nutrition Program for Women, Infants, and Children
October 1, 2017 through September 30, 2018

Fund F518, Dept. HOU, Unit 2907 (LCC), Revenue Source 6509

| <u>Object Code</u> | <u>Description</u> | <u>Amount</u> |
|--------------------|--------------------------|-------------------|
| 1101 | Salaries | \$ 241,500 |
| 1301 | Pension | \$ 34,607 |
| 1303 | Life Insurance | \$ 96 |
| 1304 | Health Insurance | \$ 24,668 |
| 1306 | FICA (Medicare Only) | \$ 3,502 |
| 1309 | Health & Wellness | \$ 100 |
| 2110 | Supplies | \$ 4,830 |
| 2140 | Light & Power | \$ 3,750 |
| 2200 | Chemical/Med/Surgical | \$ 4,500 |
| 3330 | Rents | \$ 76,349 |
| 3361 | Professional Development | \$ 3,098 |
| | Subtotal | \$ 397,000 |

Fund F518, Dept. HOU, Unit 2908 (Training Center), Revenue Source 6509

| <u>Object Code</u> | <u>Description</u> | <u>Amount</u> |
|--------------------|------------------------|------------------|
| 3330 | Rents | \$ 86,336 |
| 3099 | Misc. Special Services | \$ 1,000 |
| | Subtotal | \$ 87,336 |

Fund F518, Dept. HOU, Unit 2909 (Dietetic Intern), Revenue Source 6509

| <u>Object Code</u> | <u>Description</u> | <u>Amount</u> |
|--------------------|--------------------------|------------------|
| 1101 | Salaries | \$ 25,500 |
| 1301 | Pension | \$ 3,654 |
| 1303 | Life Insurance | \$ 24 |
| 1304 | Health Insurance | \$ 6,167 |
| 1306 | FICA (Medicare Only) | \$ 370 |
| 1309 | Health & Wellness | \$ 25 |
| 3361 | Professional Development | \$ 1,860 |
| | Subtotal | \$ 37,600 |

SCHEDULE
Department of State Health Services
Special Supplemental Nutrition Program for Women, Infants, and Children
October 1, 2017 through September 30, 2018

Fund F518, Dept. HOU, Unit 2910 (Innovation Center), Revenue Source 6509

| <u>Object Code</u> | <u>Description</u> | <u>Amount</u> |
|--------------------|--------------------------|----------------------------|
| 1101 | Salaries | \$ 56,846 |
| 1301 | Pension | \$ 8,146 |
| 1303 | Life Insurance | \$ 96 |
| 1304 | Health Insurance | \$ 24,668 |
| 1306 | FICA (Medicare Only) | \$ 824 |
| 1309 | Health & Wellness | \$ 100 |
| 2110 | Supplies | \$ 4,684 |
| 3361 | Professional Development | <u>\$ 4,636</u> |
| | Subtotal | \$ 100,000 |
| | FY 2017-18 Total | <u>\$15,056,672</u> |