

RESOLUTION NO. _____ - 15

**AUTHORIZING PURCHASE OF A VEHICLE AND RELATED STARTUP COSTS
INCURRED WITH THE AGING AND DISABILITY RESOURCE CENTER NUTRITION
PROGRAM AND AMENDING THE 2015 BUDGET FOR USE OF CONTINGENCY
FUNDS**

WHEREAS, the Aging & Disability Resource Center (ADRC) Nutrition Program in 2016 will provide an estimated 38,000 home delivered meals and another 22,000 meals provided in a congregate setting; and,

WHEREAS, the Nutrition Program allows the elderly participants to maintain their independence, provides nutrition education, and encourages invaluable social interaction; and,

WHEREAS, multiple factors will increase the use of this program, such as changing demographics, the addition of delivering frozen meals and meals that are accessible in inclement weather, and a commitment to elimination of a waiting list; and,

WHEREAS, to accommodate this growth, evaluation of the program has been performed to reduce the cost per meal while continuing to meet the high standards required and expected; and,

WHEREAS, the Nutrition Program will be reorganized in 2016 such that rather than contracting with a caterer, cost efficiencies can be gained through the Sauk County Health Care Center producing the meals and the ADRC delivering them with less travel time; and,

WHEREAS, the ADRC will purchase a van and retrofit it to transport meals from the Health Care Center to the dining sites in Sauk County; and,

WHEREAS, the ADRC will purchase food transport system equipment and other equipment needed to produce and transport meals at an estimated cost of \$5,250; and,

NOW, THEREFORE, BE IT RESOLVED, by the Sauk County Board of Supervisors, met in regular session, that the County accept the bid of Don Larson Chevrolet for purchase of the 2015 Chevrolet City Express Cargo Van for \$20,715 and,

BE IT FURTHER RESOLVED, that the 2015 budget be amended such that \$25,965.00 be transferred from 2015 contingency fund for vehicle purchase and related one-time startup costs in support of the ADRC's Nutrition Program.

For consideration by the Sauk County Board of Supervisors on October 20, 2015.

**AUTHORIZING PURCHASE OF A VEHICLE AND RELATED STARTUP COSTS
INCURRED WITH CHANGES TO THE AGING AND DISABILITY RESOURCE
CENTER NUTRITION PROGRAM AND AMENDING THE 2015 BUDGET FOR THE
USE OF CONTINGENCY FUNDS**

Respectfully submitted,

AGING AND DISABILITY RESOURCE CENTER COMMITTEE

Dave Riek, Chair

Tut Gramling

Tom Kriegl

David Moore

Carol Held

FINANCE COMMITTEE

Tommy Lee Bychinski, Chair

Joan Fordham

Andrea Lombard

Marty Krueger

Wally Czuprynko

Fiscal Note: The 2015 adopted budget includes contingency funds and this is an item for which these funds may be used.

MIS Note: No impact.

Bids received were as follows:

Glacier Valley Ford, Baraboo,	\$20,400.00 * 6 month order to Delivery
Don Larson, Baraboo, WI	\$20,715.00
Baraboo Motors	\$23,144.00
Federly Dodge (Reedsburg)	did not place bid
Koenecke Ford, Reedsburg	\$20,993
Courtesy Ford, Sauk	\$28,020.00
Kayser Chrysler Center, Sauk City	\$22,160.00

Nutrition Programs - 2016

Program Usage Statistics

January-August 2015	# of Meals Home Delivered	# of Meals Congregate	# of Meals Total	
Merrimac	390	783	1,173	
Baraboo	5,743	2,502	8,245	
Reedsburg	8,842	3,551	12,393	
Sauk	4,391	2,559	6,950	
Spring Green	959	3,383	4,342	
North Freedom	1,051	-	1,051	Contracted North Freedom congregate with Railroad Inn
LaValle	836	-	836	Contracted LaValle congregate with Bare Necessities
Reedsburg HCC (Frozen)	42		42	
Meals Jan-Aug 2015	22,254	12,778	35,032	
Annualized	33,381	19,167	52,548	
Expect 15% increase in 2016 meals, rounded	38,000	22,000	60,000	
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u> <u>2014</u> <u>Thru August 2015</u> <u>Annualized 2015</u> <u>2016</u>
Home Delivered	32,060	30,969	26,437	25,900 28,951 22,254 33,381 38,000
Congregate	21,814	24,740	21,234	18,958 16,267 12,778 19,167 22,000
Total Meals Served	53,874	55,709	47,671	44,858 45,218 35,032 52,548 60,000

Comparison of Maintaining Contract for Meal Preparation to Preparing Meals In-House at the Health Care Center

<u>Maintain Contract for All Meal Preparation</u>		<u>Prepare Meals In-House at HCC</u>	
Current catering contract = \$4.80 per meal which includes managers		<u>Recurring costs</u>	<u>Cost</u> <u>Cost per Meal</u>
Number of meals	60,000	Cost of food - \$2.95 per meal for 60,000 meals	177,000
Cost per meal currently	4.80	Dining Center Assistant - Baraboo	8,807
Annual cost	\$ 288,000	Dining Center Assistant - Sauk	8,807
		Dining Center Assistant - Spring Green	8,807
		Dining Center Assistant - Reedsburg	7,486
		Meals Coordinator	11,449
		Fuel (87 miles - 4 gallons/day at \$3.00/gal = 3,012)	3,000
		Vehicle maintenance	200
			225,556
		<u>Non-recurring start up costs</u>	
		Cambro's / Steam table pans	3,000
		Vehicle cost	18,000
		Modify vehicle to include hot and cold plug-ins	4,000
			25,000
		Total cost to prepare meals in-house at HCC	\$ 250,556
			\$4.18

Total Nutrition Program Budget (a segment of the ADRC budget)

	2015 Budget	2016 Proposed
<u>Funding Sources</u>		
Tax Levy	108,566	160,343
Client Donations	58,200	74,000
State / Federal funds	226,206	226,206
Family Care / Human Services	6,500	6,500
Total Funding	399,472	467,049
<u>Funding Uses</u>		
Wages, Salaries & Benefits	102,527	145,730
Contracted - Catering company and mealsite management	218,332	-
Contracted - Food from Health Care Center	-	177,000
Contracted - Other meal providers	-	3,500
Volunteer drivers for home delivered meals	32,605	42,700
Supplies for mealsites	19,700	36,600
Mealsite equipment lease and rent	12,500	8,220
Vehicle costs	388	6,993
Dept'l overhead (office supplies, phone, MIS, training, etc.)	13,420	18,306
Startup - Vehicle	-	22,000
Startup - Food transport equipment	-	6,000
	399,472	467,049

