



CITY OF POMONA COUNCIL REPORT

July 6, 2026

To: Honorable Mayor and Members of the City Council

From: Anita D. Scott, City Manager

Submitted By: Mark J. Gluba, Assistant City Manager

**SUBJECT: AUTHORIZATION TO EXTEND THE AGREEMENT WITH TRIO
COMMUNITY MEALS, LLC FOR CATERED MEALS SERVICES FOR
THREE MONTHS**

RECOMMENDATION:

It is recommended that the City Council take the following actions:

- 1) Approve and authorize a retroactive three-month extension of the contract with TRIO Community Meals, LLC beyond the original three-year term for catered meal services for the Elderly Nutrition Program (ENP) effective July 1, 2026 through September 30, 2026, in an amount not to exceed \$43,240; and
- 2) Authorize the City Manager or designee to execute the agreement with TRIO Community Meals, LLC, and any extensions or amendments thereto, subject to review by the City Attorney.

EXECUTIVE SUMMARY:

Staff recommend authorizing a three-month extension of the current agreement with TRIO Community Meals, LLC through September 30, 2026. This temporary extension will allow time to complete a competitive Invitation to Bid (IFB) for a one-year agreement with an option for two additional one-year terms. This short-term extension ensures continued catered meal service for the Elderly Nutrition Program without interruption, while the IFB process is finalized. The IFB closed on June 2, 2026, and bids are currently under evaluation. City Council consideration of a new contract award is anticipated in August of 2026.

SB1439/GOVERNMENT CODE §84308 APPLICABILITY:

☒ When this box is checked, it indicates the agenda item is subject to the Levine Act SB1439 requirements. Councilmembers are reminded to check their campaign contributions and determine whether they have received a campaign contribution of \$500 or more that would require disclosure

and/or recusal from discussing or acting on this agenda item. Campaign contributions of \$500 or more made 1) by any person or entity who is identified in the agenda report as the applicant or proposer or 2) on behalf of the applicant or participant, including a parent, subsidiary or otherwise related business entity, or 3) by any person who has a financial interest in the agenda item requires a councilmember to comply with SB1439.

FISCAL IMPACT:

The fiscal impact for the temporary agreement extension Amendment No. 2 will be a not to exceed amount of \$43,240. The funding for this extension is in the Elderly Nutrition Program FY 26-27 budget.

[Worktag: FD215 | CC4190 | Senior Citizen Nutrition Program | GR00003]

The not to exceed amount for this interim period is based on an average of the past 3 monthly invoice amounts multiplied by three months; as well as an added 10% for contingency.

PREVIOUS RELATED ACTION:

On July 17, 2023, City Council adopted Resolution No. 2023-117 awarding a three-year contract to TRIO Community Meals, LLC for catered meal services in FY 2023-24 with two one-year extension options.

On June 17, 2024, City Council adopted Resolution No. 2024-98 to amend the FY 2024-25 Operating budget by accepting Elderly Nutrition Program (ENP) funds in the amount of \$408,200 from Los Angeles County and increasing revenue estimates and appropriations in the amount of \$34,200.

On October 20, 2025, City Council adopted Resolution No. 2025-123 to amend the FY 2025-26 Operating budget by accepting Elderly Nutrition Program (ENP) funds in the amount of \$462,500 from Los Angeles County and increasing revenue estimates and appropriations in the amount of \$54,300.

On December 1, 2025, City Council adopted Resolution No. 2025-134 to amend the FY 2025-26 Operating budget by accepting Nutrition Services Incentive Program (NSIP) funds for the and increasing revenue estimates for the Elderly Nutrition Program (ENP), in the amount of \$35,790.

DISCUSSION:

For over 40 years, the City and County of Los Angeles Workforce Development Aging & Community Services have provided seniors with meals through the reimbursement of the grant-funded Elderly Nutrition Program (ENP). The City and Community Services staff remain committed to administering the Senior Nutrition Program in accordance with the latest health requirements and protocols.

Staff have been diligent in supporting our senior community with meal offers and activities at both the Washington Senior Center (with a maximum capacity of 60 participations) and the Palomares Senior Center (110 max). The current goal with the available funding is to serve approximately

120 participants daily. Community Services staff would like to continue our partnership with Los Angeles County in providing food services that offer support for older adults who may be experiencing food insecurity. The meals provided improve and maintain the physical and social well-being of older adults.

Approval of this action will allow the Community Services Department to temporarily extend the agreement with the existing catered meal service provider, while the IFB process is completed and a new agreement for one three-year term, with two optional one-year extensions. Bids for FY 26-27 Catered Meal Services have been received and are under review by City Staff. Staff anticipate receiving Los Angeles County approval and a subsequent agreement ready for City Council to award in August, 2026.

Prepared by:

Stephanie Carbajal, Management Analyst

Attachments

Attachment No. 1 – Extension – SECOND Amendment to TRIO Community Meals, LLC
Attachment No. 2 – FIRST Amendment to Agreement with TRIO Community Meals, LLC
Attachment No. 3 – Executed Agreement with TRIO Community Meals, LLC