



CITY OF POMONA COUNCIL REPORT

August 3, 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 AWARD AN AGREEMENT WITH
EVERYTABLE, PBC FOR CATERED MEALS SERVICES FOR THE
ELDERLY NUTRITION PROGRAM**

RECOMMENDATION:

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

- 1) Award an agreement for lower tier-subrecipient with Everytable, PBC for catered meal services for the Elderly Nutrition Program (ENP) effective October 1, 2026 through June, 30, 2027, with an option to extend for two additional one-year terms; and
- 2) Authorize the City Manager or designee to execute the agreement and any extensions or amendments thereto, subject to review by the City Attorney.

EXECUTIVE SUMMARY:

Staff recommend authorizing an agreement for lower tier-subrecipient with Everytable, PBC for catered meal services for the Elderly Nutrition Program for FY 2026-27. For over 40 years, the City has received grant funding from County of Los Angeles Workforce Development Aging & Community Services to provide seniors with meals through the reimbursement of the grant-funded ENP. The City and Community Services staff remain committed to administering the Senior Nutrition Program in accordance with the latest health requirements and protocols.

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.

PUBLIC NOTICING REQUIREMENTS:

In accordance with Section 2993.1 (4) (a) of the City’s Purchasing Ordinance, a Public Notice inviting bids, Invitation for Bids, IFB# 2026-18 “ELDERLY MEAL CATERING SERVICES” was posted on the City’s electronic bidding platform, Planetbids on May 6, 2026.

FISCAL IMPACT:

The agreement not to exceed \$113,803 for the first 9 months, has already been budgeted to the following account [FD215 | CC4190 | 52000: Controllable Expenses Senior Citizen Nutrition Program | GR00003 ENP], increases to appropriations are not needed at this time.

YEAR	NOT-TO-EXCEED
1 = 9 Mos.	\$113,803
Option 2	\$153,820
Option 3	\$156,132
FULL TERM	\$423,755

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.

On July 6, 2026, City council approved a temporary three-month extension to the agreement with TRIO Community Meals, LLC while the IFB 2026-18 “ELDERLY MEAL CATERING SERVICES” was finalized.

DISCUSSION:

On May 6, 2026 an Invitation to Bid (IFB) No. 2026-18 “ELDERLY MEAL CATERING SERVICES” was issued on the City’s electronic bidding platform. The solicitation notified 22 potential vendors, of which 16 vendors downloaded the IFB, resulting in the City receiving 2 proposals. All 2 proposals met minimum qualifications for the agreement term of one year with two additional optional 1-year terms. For the full three-year term, the lowest qualified bidder is Everytable, PBC, as shown in the table below:

Rank	Vendor	Hot Bulk Meal w/ Utensils Year 1	Hot Bulk Meal w/ Utensils Year 2	Hot Bulk Meal w/ Utensils Year 2
1	Everytable, PBC	\$6.56	\$6.65	\$6.75
2	TRIO Community Meals	\$6.50	\$Year 1 +CPI*(\$6.73)	\$Year 2 +CPI*(\$6.96)

***Current estimated average CPI is 3.5%**

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 participants) and the Palomares Senior Center (with a maximum capacity of 110). The current goal is to serve approximately 120 participants per day. 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 execute an agreement for catered meal services, for a nine-month term, with two optional one-year extensions. Bids for FY 26-27 Catered Meal Services have been received and thoroughly reviewed by staff. After review, Staff suggests awarding the agreement for lower tier-subrecipient to Everytable, PBC.

Prepared by:

Stephanie Carbajal, Management Analyst

Attachments

Attachment No. 1 – Agreement for Lower Tier-Subrecipient to Everytable, PBC