



Genesee County

Staff Report

Genesee County
Administration Building
1101 Beach St
Flint, MI 48502

File #: RES-2024-1018

Agenda Date: 9/18/2024

Agenda #: 15.

To: Martin L. Cousineau, Finance Committee Chairperson

From: Pamela Coleman, GCCARD Director

RE: Approval of a purchase order to Abbott Laboratories for the fiscal year ending 2025, in an amount not to exceed \$147,000.00, to provide for the purchase of Ensure Shakes for Genesee County's Nutrition Services Program; the cost of this purchase order will be paid from the accounts listed

BOARD ACTION REQUESTED:

The Genesee County Community Action Resource Department (GCCARD) requests authorization from this committee to obtain a Purchase Order (PO) to Abbott Laboratories in an amount not to exceed \$147,000.00, with a recommendation of approval by the full Genesee County Board of Commissioners at their next regularly scheduled meeting.

BACKGROUND:

GCCARD's Nutrition Services Program works in tandem with the Valley Area Agency on Aging (VAAA) and the Genesee County Office of Senior Services (GCOS) Senior Millage to deliver Ensure nutritional shakes to Genesee County senior citizens once a month per prescription from their physician. Abbott Laboratories is the manufacturer of Ensure and is the only vendor available to directly ship large quantities. GCCARD's Head Start Program also utilizes Abbott Laboratories for ancillary supplies for bottle fed infants.

DISCUSSION:

This PO is to run from October 01, 2024, through September 30, 2025, and is to be utilized by GCCARD's Nutrition Services Program and Head Start Program.

IMPACT ON HUMAN RESOURCES:

There will be no impact on Human Resources.

IMPACT ON BUDGET:

Funds for this PO are to be allocated as follows: \$1,500.00 to fund number 2801-698.06-763.000, \$1,500.00 to fund number 2809-698.06-763.000, \$14,000.00 to fund number 2731-697.14-762.000, \$50,000.00 to fund number 2731-697.15-762.000, and \$80,000.00 to fund number 2733-697.15-762.000. **No General fund appropriation is required for this request.**

IMPACT ON FACILITIES:

There will be no impact on Facilities and Operations.

IMPACT ON TECHNOLOGY:

There will be no impact on IT.

CONFORMITY TO COUNTY PRIORITIES:

This memorandum conforms to Genesee County's priority of Healthy, Livable and Safe Communities as well as Community Growth as we collaborate with other agencies to ensure access to nutritional products for eligible, low-income Genesee County seniors and families.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of County Commissioners of Genesee County, Michigan, that the request by the Director of the Genesee County Community Action Resource Department (GCCARD) to authorize an expenditure, in the form of a Purchase Order to Abbott Laboratories for the purchase of Ensure nutritional shakes and ancillary supplies for bottle-fed infants to be utilized by GCCARD's Nutrition Services Program and Head Start Program, in an amount not to exceed \$147,000.00 for the fiscal year 2024-2025 to be allocated as follows: \$1,500.00 to fund number 2801-698.06-763.000, \$1,500.00 to fund number 2809-698.06-763.000, \$14,000.00 to fund number 2731-697.14-762.000, \$50,000.00 to fund number 2731-697.15-762.000, and \$80,000.00 to fund number 2733-697.15-762.000, is approved (a copy of the memorandum request and supporting documents being on file with the official records of the September 11, 2024 meeting of the Finance Committee of this Board).