

Bid Response to RFP No. 20-026

Meal and Snack Services for the Summer and
Afterschool Programs at City Parks

City of Carson

700 E. Carson Street #144

Carson, CA 90745



Presented by:



Lisa Amos

Executive Director

30845 Burning Tree Dr. • Canyon Lake, CA 92587

310.904.645 • lisaamos100@gmail.com

Lighthouse4kids.org

EXHIBIT 3



Bid Response to RFP No. 20-026 Meal and Snack Services for the Summer 2020 Afterschool Programs at City Parks



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1. Company Certification and Personnel Verification

September 15, 2020

It is with great enthusiasm that this proposal is submitted in response to **RFP 20-026** for a meal and snack service vendor for the city of Carson. The Lighthouse is a non-profit 501(c)3 in good standing with the California Secretary of State and wishes to officially be considered as a bidder on the aforementioned reference RFP. As the Executive Director, Lisa Amos is the individual who is authorized to contract on behalf of The Lighthouse. In addition, please find listed below our organizations' key personnel list and general information.

The Lighthouse-Home for Medically Fragile Children (The Lighthouse)
Corp ID: C2898887
30845 Burning Tree Dr, Canyon Lake, CA 92587
(310)904-4645

Lisa Amos, Executive Director
Mary Range, Executive Secretary
Tyraín Eaton, Fiscal Officer
Sarah Jackson, Program Director

Very best regards,

Mary Range, Executive Secretary
The Lighthouse
Lisaamos100@gmail.com



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Staff/Personal Resumes

Lisa Amos, Executive Director

Lisa Amos started her career in the human resources space in 1991. Initially her roles were HR assistants for a local Head Start program, followed by a similar position at The Union Rescue Mission. After gaining practical experience and completing her initial degree, she graduated to roles with more responsibility, eventually, working her way to senior management in corporate America. After 10 years as the VP of HR for a large automotive after-markets parts manufacturer, Lisa became acutely aware that she was far less concerned with making money and more deeply committed to making a difference. After prayer, self-reflection and a desire to be firmly in a place of authenticity, Lisa became affiliated with The Lighthouse where she's served as the Executive Director since 2006.

In the role of Executive Director, Lisa was able to leverage her education, proven leadership ability and relationship management experience to lead the organization in carrying out its mission to positively impact communities through partnership. The main focus has always been to help children in low income households, neighborhoods and in foster care to have the best possible outcomes. She is success-driven, a visionary, and a highly committed professional equipped with broad background in providing top-notch leadership and service within nonprofit and corporate organizations; complimented with expertise in business startups, business development and community outreach and engagement. Expert at planning and setting long-term strategic plans, as well as optimizing organizational efficiency, reducing cost and surpassing organizational objectives. Lisa has been recognized with special commendations for her excellent leadership capabilities as well as perseverance.

Education/Certifications

- Bachelors Degree in Organizational Leadership
- Master's Degree in Business Administration (MBA)
- Master's Degree in Health Services
- Certified Diversity Compliance Coordinator
- California Notary Public



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Mary Range, Executive Secretary

Summary of Experience

With over 30 years of experience in professional office executive assistant positions and a track record of strong performance in high-volume, high-pressure environments, Mary skillfully manage administrative duties and community relations in her role. Mary is active in the community and volunteers her time for several organizational engagements as a Community Outreach Worker. She is also active in fundraising for Multiple Myeloma research.

Computer Skills

Proficient in the Microsoft Office environment (Word, Excel, Power Point & Publisher)

Customer Service Relations
Prepare correspondence
Date entry & data
management

Report generation
Relationship Building
Itinerary & Schedule
Management
Coordinate meetings &
outreach events

Account Management
Preparation &
Distribution
of memos
Communications

Work Experience

Executive Secretary

The Lighthouse, Los Angeles, CA
January 2006–present

As Executive Secretary and Office Manager, Mary ensures the smooth internal operations of the organization with her knowledge of office administration and efficient handling of internal processes. Mary also provides support to the executive management in fulfilling day to day roles as well as their ongoing professional development, training workshops, and training presentations.

Administrative Secretary

Health Net, Hawthorne, CA
August 2003 - November 2005

- Provided full secretarial and clerical support to Administration management team
- Prepared correspondence and documents
- Scheduled and set up meetings, appointments, conference calls



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- Handled internal and external calls
- Screened, reviewed incoming mail
- Organized responses where required
- Set up and maintained files and records
- Co-ordinated and drafted company newsletter
- Prepared Powerpoint presentations
- Researched and assembled data for reports and presentations
- Processed expenses and generated expense reports

Education

Los Angeles Southwest College
A.S. Business Administration 1990



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Tyrain E. Eaton, Fiscal Officer

Tyrain Eaton has been involved in the financial industry for over 25 years including Sr. Vice President of City National Bank' CNIS (City National Information Systems) division. Provided banking application back-office processing to over 250 independent banks within the western region of the United States.

Provide administrative, marketing and financial report consultation for New Vision Commercial Contractors as it relates to the commercial, residential renovations. Utilizing services such as BlueBook, MBDA for leads and contacting insurance companies to become certified vendor for damaged properties. Responding to RFP and preparing proposals for private and public entities. Interfacing with private investors on the renovation of foreclosed properties. Distribute and manage bid plans and documents. Prepare project estimate/bid/schedule. Accounts receivable collections. In the process of managing the DBE, SBE and/or MBE participation.

10 years as owner of WECO, Inc. which provided portfolio analysis services to Investment/Money Managers (\$1 Billion in assets under their management) throughout the United States. Clients included Amaroq Investment Management owned and operated by Dwight "Sean" Jones former American football Pro Ball defensive end, who played for the Los Angeles Raiders, Houston Oilers, and the Green Bay Packers totaling over \$1 Billion in assets under management.

Seven years as co-owner of Ingram Security & Patrol which provided security services (armed/unarmed) security officers for Glendale Unified School District, South Pasadena School District and the Housing Authority of the City of Los Angeles (HACLA).

Previously held the position of Vice President of Einstein Investment along with A.C. Green, Advisor and Kevyn Green CEO. Einstein is a multi-strategy private equity firm providing innovative capital solutions to a select variety of companies. We focus on each deal independently with customized financing options best suited for our clients. Einstein's emphasis is on building programmatic relationships with our clients and structuring or re-structuring each deal, resulting in scalable businesses. We provide flexible capital, strategic expertise, and an open-minded approach for all of our ventures.

In addition to in-house capital, they pride themselves on yielding above average returns to their private high net worth investors. Einstein leverages the skills and experience of their team to provide risk-adjusted returns secured by cutting-edge alternative investment products. Einstein's diversified funds can offer investors access to a variety of strategies while enhancing the return profile of their investment portfolio.



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Previously affiliated with 3141 7-Dayz Enterprises LLC as Business Development Officer and Financial Controller. In this capacity interacted directly with all financials including but not limited to investors, sponsors, and CPA for the final distribution and payments of all debts and investors associated with the production, strategic marketing routing each concert and/or event. Whether promoting community events or headline tours worldwide, 3141 has delivered positive impact within the community and created "Sold Out" venues. With a business foundation built on dedication and integrity, 3141 has a proven record of success. We have a wide range of contacts in the entertainment business.

3141 has created a unique experience for a burgeoning community of live entertainment aficionados and provide top-notch production and promotion services for artists, producers, promoters, managers, agents, and sponsors. They maintain a proud proponent of progressive values such as race, gender and sexual equality, and environmental sustainability. They are a relentless innovator and a leader in providing creative solutions to the challenges facing entertainment communities in urban settings. They promise to chase perfection and catch excellence for every facet of this tour for the enjoyment and repeat attendees - the fans!

Their Concert Series and events strive to present a diversity of performances that engage in multiple generations and crosses a variety of music genres.

Have over 30 years of project management, administrative and marketing experience. Currently providing consulting services under e10 Business Development Consulting with former NBA legends Ricky Pierce, creator of the AQ22 Basketball system and Tracy McGrady, Alton L. Lister, feasibility study for U.S. Olympic Training Center-Chula Vista California; Lynell Hamilton, former NFL running back with the Super Bowl World Champion New Orleans Saints, with his Fast Play Athletics company and Hamilton's Heart Foundation; and Quinton Aaron, star of the mega hit "The Blindside" non-profit organization. Volunteered as a Business Development Director for the AC Green Youth Foundation reporting directly to A.C. Green (NBA Ironman All Star). Established sound working relationships and cooperative arrangements with community groups, organizations and corporate sponsors. Organized fundraising, completed grants and gained financial support from large and small donors. Prepared the operating budget with the money raised through grants and donations. Worked with accountant to ensure compliance with 501C3 regulations.

Education

California State University of Northridge
Bachelor of Arts Degree in Liberal Arts & Science - Minor in Finance



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Sarah N. Jackson, Program Director

Summary of Experience

Highly organized and detail-oriented professional, providing thorough and skillful operational and administrative support. Dedicated, focused, self-motivated and able to prioritize while completing multiple tasks. Independent thinker with excellent research and writing skills. Able to grow positive relationships with community partners and colleagues at all organizational levels.

Skills

- | | | |
|------------------------|-----------------|------------------|
| ➤ Customer Service | ➤ Team Building | ➤ Marketing |
| ➤ SiteStaff Training | ➤ Social Media | ➤ Event Planning |
| ➤ Community Engagement | ➤ Management | ➤ Fundraising |

Work Experience

The Lighthouse, Los Angeles Program Director 01/2016 - Current

Responsible for community outreach and operational management of both the summer and after school meal programs offered through the sponsorship of The Lighthouse. Engage school districts, municipalities and local non-profits in partnerships to make free meals available to students. Coordinates strategies and activities to increase participation in each program while enhancing the existing programs of each feeding site.

- Actively participates in efforts to expand the reach of resources offered through the agency
- Coordinate partnership with multiple non-profit partners to expand food access within affordable housing communities, including mobilizing resources, monitoring program participation, and providing day-to-day troubleshooting support
- Coordinate agency Summer Meals campaign, including developing strategies to increase summer meals participation, maintaining relationships with Summer Meals partners, and leveraging resources to implement the program
- Hire, deploy, and coordinate orientationsfor50 plus Lighthouse field partners
- Develop and maintain strong technical knowledge related to various programs
- Collect, monitor, and analyze programmatic data to inform strategy and deployment of resources
- Synthesize and communicate program information, including documentation, storytelling, and creating high quality briefings



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- Support grant compliance, including adhering to reporting requirements, tracking timesheets and other documentation, and navigating broader organizational policies
- Manage website, email account, and related social media accounts
- Lead in the identification and implementation of volunteer activities across program sites to engage one time and ongoing volunteers
- Provide support to program leadership and participate in fundraising, advocacy, data analysis, research, and building local partnerships

Office and Computer Proficiency

Microsoft Office, Word, PowerPoint, Excel, Keyboarding 65+ words per minute

EDUCATION

2019-Present

Grand Canyon University

Phoenix, AZ

- Marketing and Sales Major

2010-2012

Frederick K.C Price III Schools

Los Angeles, CA

- Principals Honor Roll 10th-12th Grade
- Volleyball and Softball Captain
- League Player of the Year for Volleyball
- Played Volleyball, Basketball, Softball, and ran track



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2. Subcontractor List

During the past 11 years that we have been the meal service provider for the city of Carson's Department of Parks and Recreation department. Our goals have always been to provide unparalleled meal quality, a commitment to innovation in the meal service we provide and to be in true partnership with the city to provide safe, nurturing and inviting spaces for our children. With this in mind, as we searched for vending partners, our focus has always and continues to be on connecting with organizations that embodies partnership and service excellence. After two previous attempts, we consider ourselves fortunate to have found the perfect match with **Revolution Foods**. Together we have been able to achieve and bring our goals of:

**Providing meals that
drive student
satisfaction**

Our meals are kid-inspired; chef crafted, and has no preservatives, no artificial ingredients, no trans-fats and no partially hydrogenated oils. Our meals exceed industry nutrition standards and always include whole grains, lean proteins and a wide variety of fresh fruits and vegetables.

**Consistently innovate
and better our
program and
celebrate the kids you**

We have a great respect for diversity and provide dynamic menus with interesting flavors and textures for the children to enjoy. We introduce new kid-tested breakfast, lunch, snack and supper options every month. As an extension of the service the Lighthouse pledges to our feeding sites, we have vetted Revolution Foods to ensure they are committed to always providing clean label ingredients.

Legal Name of Organization

Revolution Foods, Inc.
16932 Valley View Ave
La Mirada, CA 90638
213-784-3197

Federal Tax ID

14-1955846

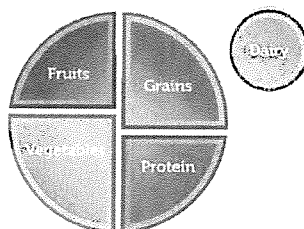
Principal of the Organization

Kristin Groos Richmond
Chief Executive Officer and Co-Founder

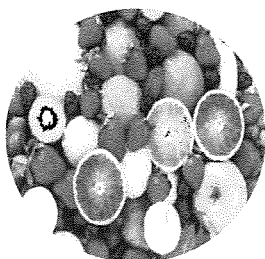


3. Cost Proposal

The meal service that we have provided and propose to continue providing to the city of Carson during the upcoming contract period is done so at absolutely at NO COST to the city. All meals (including milk), serving utensils, condiments and site deliver is included. Each meal provided is guaranteed to meet or exceed the USDA standards for school age children and contain the appropriate component content and serving sizes. In addition to the meals, The Lighthouse provides annual mandatory training along with ongoing support training when needed. All staff that is in contact with the meals is aware of safe storing, handling and serving procedures.



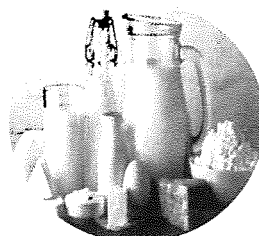
Making a "Healthy Plate"



Fruit



Vegetable



Dairy



Grain

Pricing

	Meal Type	Estimated Serving Per Day	Estimated Number of Serving Days	Unit Price	Total Price
A.	Lunch	950	49	\$0.00	\$0.00
B.	Snack	600	49	\$0.00	\$0.00
C.	Supper	675	184	\$0.00	\$0.00



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4. Client Reference List

1. **The City of Carson, Department of Parks and Recreation, 2009 – Present**
Contact: Michael Whittiker, Human Services Manager
MWhittiker@carson.ca.us

As the summer and after school meal service sponsor for the city of Carson since 2009, the Lighthouse has provided 2 meals for each program year (primarily Lunch and snack-Summer and Supper and Snack-Kid's Club). We deliver the meals fresh daily with a combination of both hot and cold meals. We are flexible with each site, enabling them to adjust regularly scheduled delivery times to accommodate needed changes for field trips. We also provide sack field trip meals and accommodate sites with ice chests and ice to ensure dairy products can travel safely during a trip. We work closely with each site's supervisor to ensure a convenient delivery time to accommodate the programs of each site and to make sure the needs of each site are met in terms of daily meal count requirements, providing vegetarian options when requested and meal selection. We provide an annual all-staff training on site as well as a minimum of 3 additional site visits per year. We provide 24 hour a day on call support to all sites enabling site supervisors to call in meal change requests, count adjustments and to present any questions or concerns. In addition The Lighthouse provides each site with its own binder that is inclusive of all mandatory meal count documentation, a thermometer for taking and logging food temps, a refrigerator thermometer (when needed), a pen and a clicker to more accurately count meals served. Because the health and safety of our children and partners at the sites who provide care for them, we have recently added gloves and face masks to the list of supplies we provide to the city at no charge.

2. **The City of Inglewood , 2015 – present**
Eleanor Wallace, Program Director
Ewallace@inglewood.k12.ca.us

Since 2015. The Lighthouse has provided daily After School and summer meal service to Frank D. Parent Middle (Inglewood Unified School District). We deliver the meals fresh daily with a combination of both hot and cold meals that are served to 3 separate programs operating on the campus. To ensure the service we provide is an enhancement to the programs that are already in place on campus, we maintain close contact with the program director to monitor daily meal counts and meal options selection to meet the needs of the site are met. We provide annual training on site as well as a minimum of 3 site visits per site, per year. To ensure compliance with meal counting and reporting requirements, The Lighthouse the program a binder, inclusive of all mandatory meal count documentation, a thermometer for taking and logging food temps, a refrigerator thermometer (when needed), a pen and a clicker to more accurately count meals served.



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3. **Pomona Hope, 2019 – present**
Liz Hawisher, Program Director
liz@pomonahope.org

After being referred to Pomona Hope Catholic Church by another feeding site partner, we meal began to be the sites meal provider in 2019. The Lighthouse used a modified deliver method to deliver cold meal options to the site 3 days a week. To accommodate for fluctuations in daily participation, we maintain close contact with the program director to monitor daily meal counts and to make sure we always provide enough meals to accommodate each student. Meal options adjustment to meet the needs of children with special diet requirements are also considered when providing service to Pomona Hope. We provide annual training on site as well as a minimum of 3 site visits per site, per year. To ensure compliance with meal counting and reporting requirements, The Lighthouse the program a binder, inclusive of all mandatory meal count documentation, a thermometer for taking and logging food temps, a refrigerator thermometer (when needed), a pen and a clicker to more accurately count meals served.

4. **City of Pasadena Police Department, 2016 – present**
Edward Bondarczuk, Pasadena Police Department Officer
ebondarczuk@cityofpasadena.net

After being referred by the LA county Sheriff's Youth Activities League coordinator, we engaged with the City of Pasadena's Police Department's PAL program in 2016. As their summer and after school meal sponsor, The Lighthouse used a modified deliver method to deliver a combination of hot and cold meal options to the site 3 days a week. To accommodate fluctuating daily attendance, we maintained close contact with the program director to monitor daily participation to ensure we were able to anticipate the needs of the site on an on-going basis. Meal options were used to meet the needs of children with special diet requirements. We provide annual training on site as well as a minimum of 3 site visits per site, per year. To ensure compliance with meal counting and reporting requirements, The Lighthouse provided the program a binder, inclusive of all mandatory meal count documentation, a thermometer for taking and logging food temps, a refrigerator thermometer (when needed), a pen and a clicker to more accurately count meals served.

5. **Los Angeles County Sheriff's Department, Youth Activities League**
2010 – Present
Jamielyn Flores, Youth Activities League Administrator
jflores@SheriffsYouthFoundation.org

Since the summer of 2014, The Lighthouse has provided summer and after school meal service to the LA Sheriff's Youth Activities League. With 10 facilities throughout the Compton and South-Central regions of Los Angeles, The Lighthouse



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has provided 2 meals for each program year (primarily Lunch and snack-Summer and Supper and snack for after school). We deliver the meals fresh daily with a combination of both hot and cold meals. We work closely with each site's supervisor to ensure convenient delivery times and to make sure the needs of the site are met in terms of daily meal count adjustments and providing vegetarian options when requested. We provide on-site annual training as well as a minimum of 3 additional site visits per site, per year along with follow up visits as needed. We provide 24 hour a day on call support to all of the sites to address meal change request, count adjustments, questions or concerns. In addition, we provide each site with a binder, inclusive of all mandatory meal count documentation, a thermometer for food taking and logging food temps, a refrigerator thermometer (when needed), a pen and a clicker to more accurately count meals served. Because the health and safety of our children and partners at the sites who provide care for them, we have recently added gloves and face masks to the list of supplies we provide to the city at no charge.

6. The Boys & Girls Clubs of America, 2018 – Present

Joe Sorenson | Chief Operations Officer | Boys & Girls Club of Southwest County
joes@bgcswc.org

As a previously self-sponsored organization, The Boys & Girls Club reached out to The Lighthouse to discuss the option of sponsorship after realizing the magnitude of the back-office operations required for program administration. With a desire to devote all its efforts and resources to the children they served, The Boys & Girls Club of America engaged The Lighthouse as their sponsor in 2017. The Boys and Girls Club has been the single farthest reaching organizations serviced by the Lighthouse to date with clubs from Northern California to San Diego. The Lighthouse currently sponsors 13 Boys and Girls Clubs throughout California. Because of the band-width our partnership with Revolution Foods has provide, we are able to provide daily meal delivery to all sites 5 days a week. As the sponsor for both the summer and after school programs for most sites, The Lighthouse provides each sites with access to our dynamic meal ordering system that allows each site director the ability to choose from a variety of daily meal options that best meets the need of the children served at each site. We provide on-site annual trainings as well as a minimum of 3 follow up visits per site, per year. To ensure compliance with meal counting and reporting requirements, The Lighthouse provided each program a binder, inclusive of all mandatory meal count documentation, a thermometer for taking and logging food temps, a refrigerator thermometer (when needed), a pen and a clicker to more accurately count meals served.

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Letters of Recommendation



SHERIFF'S YOUTH FOUNDATION OF LOS ANGELES COUNTY
211 WEST TEMPLE STREET, 8TH FLOOR LOS ANGELES, CA 90012
213.229.3048 sheriffyouthfoundation.org
SHERIFF'S YOUTH FOUNDATION IS A NON-PROFIT 501 C(3) PUBLIC BENEFIT CORPORATION #95-4047797

September 18, 2020

To whom it may concern,

Lighthouse has been the Sheriffs Youth Foundation, Youth Activities League (YAL) summer and Afterschool meal program meal sponsor since 2014. Over these many years, Lisa Amos and her team have been reliable, flexible and has provided great service to each of our sites they serve. The Lighthouse serves 8 YAL's across Los Angeles County, meeting the individual needs of each site. Our sites can range from 50-300 registered youth daily, and the Sheriff's Deputies and Program Coordinators can count on The Lighthouse to make sure our youth are provided with nutritious meals. As an organization, we highly recommend the Lighthouse to any organization or municipality having a need for a sponsor that is experienced, professional and well versed in all areas of the summer and after school meal programs.

If you need any further assistance or information about the Sheriff's Youth Foundation, please contact SYF Manager, Jamielyn Flores, at (213) 229-3081 or at jflores@sheriffsyouthfoundation.org.

Sincerely,

Jamielyn Flores

Sheriffs Youth Foundation



Bid Response for Summer Meal and Snack Services for the Summer Afterschool Programs at City Parks



Letters of Recommendation



401 N. Gibbs Street, Pomona, CA 91767

September 11, 2020

To Whom It May Concern,

Since the summer of 2019, The Lighthouse has served as the sponsor for Pomona Hope, making it possible for us to provide nutritious meals to our students every program day. Pomona Hope is a non-profit community organization dedicated to working in partnership with all people to strengthen Pomona's children, families, and neighborhoods. The Lighthouse has been a wonderful partner in our endeavor to make sure our students are fed and able to learn.

I've worked with several other sponsors in the past, and The Lighthouse is by far my favorite. Our first sponsor went out of business suddenly, due to mismanagement, leaving us in a bind halfway through the school year. Our second sponsor treated our staff like children in an attempt to make sure we completed all our paperwork correctly, yet hired a caterer to provide the food that was frequently late, with food that was an unsafe temperature, and unprofessional delivery drivers. As soon as I was able to switch I asked around and found The Lighthouse.

The Lighthouse contracts with Revolution Foods, which provides meals that my students prefer to the hot meals. Their drivers are friendly (but not overly so). And Lisa, from The Lighthouse, is very professional and responsive. We have had very few issues with the food delivery since joining The Lighthouse. I only remember one time, in which the food was late because the delivery van broke down. In that case, The Lighthouse paid for the food we picked up as a last minute stop gap.

The Lighthouse is clear with their expectations, but does not treat you like you didn't listen the first time they told them to you. Lisa treats this work as her passion, and is very knowledgeable about all the rules and regulations, while focusing on the best way to get the food to kids who need it.

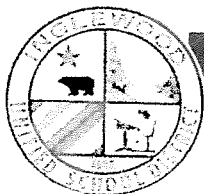
Without hesitation, and with absolute confidence, I offer this recommendation on behalf of The Lighthouse.

Sincerely,

Liz Hawisher
Program Director
Pomona Hope

Phone:(909) 921-3618 Email: liz@pomonahope.org Website: www.pomonahope.org

Letters of Recommendation



INGLEWOOD UNIFIED SCHOOL DISTRICT

401 S. Inglewood, Avenue, Inglewood, California 90301 phone: 310/419-2700

January 24, 2018

STATE ADMINISTRATOR

Thelma Meléndez
de Santa Ana, Ph.D.

To: Whom It May Concern:

BOARD OF EDUCATION

Dr. Carliss R. McGhee
President, Seat #2

Mrs. Margaret Turner-Evans
Vice President, Seat #4

Dr. Dionne Young Faulk
Member, Seat #1

Ms. Melody Ngaue-Tu'uholoaki
Member, Seat #3

Dr. D'Artagnan Scorza
Member Seat #5

Inglewood Unified School District has had the Sheriff's YAL Program on the campus of Frank D. Parent School for several years. They offer our students an outstanding afterschool and summer school program. They work with our 4th-8th grade students serving as mentors, supervisors and tutors to our students and we are fortunate to be able to offer these services to the students at no cost.

The students are very appreciative of the meals that are provided and the district wishes to continue to participate as a Child and Adult Care Food Program (CACFP) feeding site under the sponsorship of The Lighthouse (CACFP Vendor #Z56800). If you have any questions, please feel free to contact the School Principal, Garry Gregory of the Inglewood Unified School District Office.

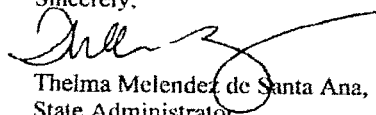
ADMINISTRATION

Dr. Carmen Beck
Chief Academic Officer

Ms. Nora Roque
Executive Director
Human Resources Services

Mr. Eugenio D. Villa
Chief Business Official

Sincerely,



Thelma Melendez de Santa Ana, Ph.D.
State Administrator

Mission Statement

The mission of the Inglewood Unified School District is to ensure that all our students are taught rigorous standards based curriculum supported by highly qualified staff in an exemplary educational system characterized by high student achievement, social development, safe schools, and effective partnerships with all segments of the community.



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Letters of Recommendation

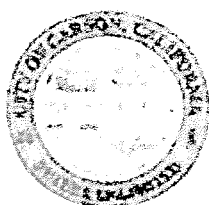
From: MWhittiker@carson.ca.us,
To: lisaamos100@aol.com,
Cc: dcook@carson.ca.us, DSandoval@carson.ca.us, cle@carson.ca.us,
Subject: Carson Grab and Go Lunches
Date: Tue, Aug 25, 2020 12:25 pm
Attachments:

Hello Lisa, I hope all is well with you. First I would like to start off by saying we truly appreciate the amazing work you are doing for so many communities during this Pandemic. Carson is extremely thankful to have a partner like the Lighthouse to assist our residents of Carson through these difficult times.

1. Just checking in to see if paperwork has been completed to continue the Grab N Go Lunches at the Community Center past August 31, 2020? During the last conversation we discussed continuing the program once paperwork has been approved.
2. Labor Day is coming up next week and all services at the will be closed.

Thank you in advance, I look forward to hearing you.

Michael Whittiker, Jr.,
City of Carson,
Human Services Manager





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5. Modifications, Changes to the City Contract or Service Agreement Template

The following modifications are submitted to the sections of the City Service Agreement Template listed below.

Section 6. Contractor shall deliver meals and snacks on a daily basis in accordance with the menu cycle. Deviation from this menu cycle shall be permitted only upon authorization of the City. When an emergency situation prevents the contractor from delivering a specified meal component, the contractor shall immediately notify the City to mutually agree upon substitutions. The City reserves the right to periodically suggest menu changes that are within the contractor's food cost.

Modification: Contractor shall deliver meals and snacks in accordance with the menu cycle. Deviation from this menu cycle shall be permitted only upon authorization of the City. When an emergency situation prevents the contractor from delivering a specified meal component, the contractor shall immediately notify the City and provide a USDA approved substitution of the same component type. The City reserves the right to periodically suggest menu changes that are within the contractor's food cost. Contractor reserves the right to deliver meals to each site on a modified delivery schedule when daily counts fall below the daily minimums specified with this RFP. Modified delivery schedules will typically be a 2 – 3 day a week delivery, depending on the number of meals ordered per site.

Section 9. Delivery Requirements

(e) On field trip days, contractor shall deliver pre-packaged meals to the sites to be transported and/or rerouted to field trip locations at no additional costs.

Modification: On field trip days, contractor shall deliver pre-packaged meals to the sites to be transported by the site to field trip locations at no additional costs. Contractor will make every effort work with each site prior to scheduled trips to make any needed delivery time adjustments to accommodate the need for an adjusted delivery time.

Section 14. Record Keeping(c) The books and records of the contractor pertaining to this contract shall be available for a period of three (3) years from the date the City submits to CDE the final claim for reimbursement for meals provided under this contract, or until the final resolution of any audits for inspection and audit by representatives of CDE, the USDA, the city, and the Controller General of the United States at any reasonable time and place.



Bid Response to RFP No. 20-026 Meal and Snack Services for the Summer and Afterschool Programs at City Parks



Modification: The books and records of the contractor pertaining to this contract shall be available for a period of three (3) years. If selected as the vendor, The Lighthouse will be responsible for submission of all claim reimbursement requests for meals provided under this contract. The Lighthouse will receive direct reimbursement for each meal consumed via the FNS. As the vendor/sponsor, The Lighthouse will be responsible for participation in all audits related to meals provided to or served at any facility listed in this contract and will be solely responsible for the resolution of any audit findings, up to and including rectifying findings, creation and implementation of corrective action plans and resolution of any imposed fiscal penalties.





Bid Response for RFP No. 20-026 Meal and Snack Services for the Summer 2020 Afterschool Programs at City Parks



6. City of Carson Affidavit of Non-Collusion and Non-Discrimination

CITY OF CARSON AFFIDAVIT OF NON-COLLUSION AND NON-DISCRIMINATION

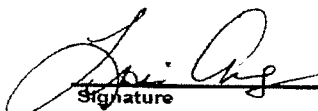
I hereby swear (or affirm) under the penalty of perjury:

That the attached proposal or bid has been arrived at by the responder independently and has been submitted without collusion with and without any agreement, understanding, or planned common course of action with any other firm or entity designed to limit fair and open competition;

That the contents of the proposal or bid response have not been communicated by the responder or its employees or agents to any person not an employee or agent of the responder and will not be communicated to any such persons prior to the official opening of the solicitation responses; and

The proposer/bidder does not and shall not discriminate, will provide equal employment practices, and will adhere to an affirmative action program to ensure that in their employment practices, persons are employed and employees are treated equally and without regard to or because of race, religion, ancestry, national origin, sex, sexual orientation, age, disability, marital status or medical condition.

I certify that the statements in this affidavit are true and accurate.

 _____ Signature	<u>9/10/2020</u> _____ Date
<u>LISA AMOS</u> _____ Printed Name	<u>EXECUTIVE DIRECTOR.</u> _____ Title

2019.05.08sh



Bid Response

Meal and Snack Services for the Summer and Afterschool Programs at City Parks



7. Federal Lobbyist Requirements Certification

FEDERAL LOBBYIST REQUIREMENTS CERTIFICATION

Name of Firm: THE Lighthouse - HOME FOR
MEDICALLY FRAGILE Children Date: 9/10/2020
Address: 30845 BURNING TREE DR, CANYON LAKE
State: CA Zip Code: 92587 Phone No.: 310-904-4645

Acting on behalf of the above-named firm, as its Authorized Official, I certify as follows:

1. No Federal appropriated funds have been paid, by or on behalf of the above named firm to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of and Federal grant, loan or cooperative agreement, and any extension, continuation, renewal, amendment, or modification thereof, and;
2. If any funds other than Federal appropriated funds have paid or will be paid to any person for influencing or attempting to influence an officer or employee or any agency, a Member of Congress an officer or employee of Congress or an employee of a Member of Congress in connection with this Federal contract, grant loan, or cooperative agreement, the above named firm shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions, and;
3. The above-named firm shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreement) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into the transaction imposed by Section 1352 Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Authorized Official:

Name: LISA C AMOS Title: Executive Director
Signature: [Signature] Date: 9/10/2020



Bid Response for Meal and Snack Services for the Summer 2020 Afterschool Programs at City Parks



8. Debarment and Suspension Certificate

DEBARMENT AND SUSPENSION CERTIFICATION

Name of Firm: The Lighthouse- Home for Medical Fragile children

Acting on behalf of the above-named firm ("Consultant"), as its Authorized Official, I, the undersigned, certify as follows:

I am a duly authorized representative of ("Consultant"). Consultant certifies, to the best of its knowledge and belief, that Consultant, including its principals:

Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency, and not does not have a proposed debarment pending;

Has not within the three-year period preceding this certification been convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction, contract, or subcontract under a public transaction; for violation of federal or state antitrust statutes; or for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (2) above; and

Has not within the three-year period preceding this certification had one or more public transactions (federal, state or local) terminated for cause or default.

Consultant further certifies that Consultant, including its principals, is not listed on the government-wide exclusions in the System for Award Management.

Consultant acknowledges that falsely providing this certification may result in criminal prosecution or administrative sanctions, and that this certification is a required component of all proposals in response to this RFP/IFB.

A proposal that does not include a completed and signed version of this certification will be deemed incomplete and materially nonresponsive, and will not be considered.

CONSULTANT

By: [Signature]

Title: Executive Director

Date: 9/10/2020