



Legislation Text

File #: 20-406, Version: 1

Memorandum

Date: May 12, 2020

To: The Honorable Moke Simon, Chairman, Lake County Board of Supervisors

From: Brian L. Martin, Sheriff/Coroner

Subject: Approve the Purchase of Kitchen Equipment from Myers Food Service Equipment Supply and authorize the Sheriff to issue a Purchase Order in the amount of \$9,545.34.

Executive Summary:

Earlier this year, the Sheriff's Office received \$9,935 from Trinity in payment for the use of our Jail Kitchen to prepare meals for Colusa County. We appropriated this money into the Sheriff/Jail budget 2301, object code 62.74 for the purchase of kitchen equipment we may not have otherwise been able to purchase.

The current meat slicer was inadvertently damaged by an inmate. The repair vendor was able to provide a temporary fix, however, it was recommended we replace the unit as soon as possible. The kitchen buys all lunch meat in bulk chubs. The chubs are then sliced with a meat slicer into slices for sandwiches and other meals. The chubs are a cheaper alternative to buying sliced lunch meat.

The facility currently does not have a countertop griddle. The griddle will be used to accommodate greater efficiency in food preparation. The griddle will be used to cook pancakes, hamburgers and other items that can be cooked on a flat top. The pancakes are a frequent breakfast item. The griddle has a large surface area to cook numerous items at once.

Three bids were received from Myers Food Service Equipment, Cook's Correctional and Restaurant Supply with Myers being the low bidder. Copies of each bid are attached.

If not budgeted, fill in the blanks below only:

Estimated Cost: _\$9,546_ Amount Budgeted: _\$9,935_ Additional Requested: _____ Future Annual Cost: _____

Consistency with Vision 2028 and/or Fiscal Crisis Management Plan (check all that apply):

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Not applicable |
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Disaster Recovery | <input type="checkbox"/> County Workforce | <input type="checkbox"/> Technology Upgrades |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake | <input type="checkbox"/> Revenue Generation |
| | | | <input type="checkbox"/> Cost Savings |

If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:

Which exemption is being requested?

How long has Agreement been in place?

When was purchase last rebid?

Reason for request to waive bid?

Recommended Action:

The Sheriff's Office recommends approval to purchase kitchen equipment from Myers Food Service Equipment Supply and authorize the Sheriff to issue a purchase order in the amount of \$9,545.34.