



Legislation Text

File #: 20-584, Version: 1

Memorandum

Date: July 14, 2020

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

From: Brian L. Martin, Sheriff/Coroner

Subject: (a) Approve Agreement effective 5/1/2020, lowering the scale pricing for the reduction of inmates due to COVID-19, (b) Approve Agreement effective 5/4/2020 increasing the costs per meal by .06 due to addition of one sandwich and (c) Approve Agreement effective 8/1/2020 Extending the Food Services Agreement with Trinity Services Group Inc., to supervise the preparation and service of meals at the Lake County Jail/Hill Road Facility and authorize the Sheriff to sign each of the agreements.

Executive Summary:

On March 15, 2016, the Sheriff's Department was authorized to enter into contract negotiations with Trinity Services Group, Inc. to provide supervision of the preparation and service of meals at the Lake County Jail/Hill Road Facility. This contract is for a period of 3 years with the option for one (1) year extensions. We have entered our fifth year of this contract which requires approval of the attached document(s).

Beginning on May 1, 2020, Trinity Services Group requested a change to our contract due to a reduction in our overall inmate count due to COVID 19. The current contract did not account for an inmate count below 200. If approved, this will result in a retro payment in the amount of \$13,160.78 for the period 5/1/2020-6/18/2020. Additional billings will be received after this date and will result in an increase as well. The fee schedule attached to item #1 reflects this increase.

Beginning on May 4, 2020, the Sheriff's Office requested Trinity Service Group change the Lake County Jail inmate menu. The menu change provided each inmate with one (1) additional sandwich during the dinner meal. This change was made after a lack of inmate kitchen workers were available to prepare the normal menu. Due to an unforeseeable reduction in total inmate population caused by the response to the COVID-19 pandemic, the Sheriff's Office had to adjust when hot meals could be produced each day. The serving of a cold meal at dinner required the supplementation of one additional sandwich to provide sufficient calories to sustain the inmates for the 14 hours between dinner and breakfast. This menu change resulted in an increase in \$0.06 per meal during the time this modified menu is being used. The Sheriff's Office supports the adjustment in the attached price scale. The fee schedule attached to item #2 reflects this increase.

Beginning on August 1, 2020, our Agreement allows for a CPI increase. The fee schedule attached to item #3 reflects this increase.

If not budgeted, fill in the blanks below only:

Estimated Cost: _\$16,460_ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

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

☒ Not applicable

- ☐ Well-being of Residents
- ☐ Economic Development
- ☐ Community Collaboration

- ☐ Public Safety
- ☐ Disaster Recovery
- ☐ Business Process Efficiency

- ☐ Infrastructure
- ☐ County Workforce
- ☐ Clear Lake

- ☐ *Technology Upgrades*
- ☐ *Revenue Generation*
- ☐ *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 Department recommends (a) Approve Agreement effective 5/1/2020, lowering the scale pricing for the reduction of inmates due to COVID-19, (b) Approve Agreement effective 5/4/2020 increasing the costs per meal by .06 due to addition of one sandwich and (c) Approve Agreement effective 8/1/2020 Extending the Food Services Agreement with Trinity Services Group Inc., to supervise the preparation and service of meals at the Lake County Jail/Hill Road Facility and authorize the Sheriff to sign the letter for the CPI increase.