



Legislation Text

File #: 21-293, Version: 1

Memorandum

Date: April 12, 2021

To: The Honorable Bruno Sabatier, Chairman, Lake County Board of Supervisors

From: Brian L. Martin, Sheriff/Coroner

Subject: (a) Approve the Purchase of Kitchen Equipment from Cook's supply in the amount of \$22,980.39 and (b) authorize the Sheriff or his designee to issue a Purchase Order

Executive Summary:

Earlier this year, the Sheriff's Office received monies from CDCR for holding State inmates in our county jail facility due to COVID restrictions. During the mid year budget update, \$62,615 of these monies were allocated into the Sheriff/Jail budget 2301, object code 62.74 for the capital asset purchase of replacement kitchen equipment.

The kitchen's current tilt skillet has required numerous repairs over the last five years. During the last visit by the repair person, he discovered the bottom of the skillet was completely rusted through. The skillet is no longer repairable in a cost efficient manner. The current mixer has a safety cage that is no longer repairable due to extended wear. Without the safety cage the possibility of serious injury to inmates or cooking staff is too great. The repair person is unable to repair it any further and the unit needs to be taken out of service. The bread slicer is quite antiquated and is unable to process multiple loaves of bread. The kitchen makes bread on site to keep costs low. Three vendors were contacted with one being non-responsive.

Two bids were received for the Tilting Skillet. Cook's was the low bidder in the amount of \$17,490.97. Copies of each bid are attached.

Two bids were received for the Planetary Mixer. Cook's was the low bidder in the amount of \$5,489.42. Copies of each bid are attached.

Two bids were received for the Bread Slicer. Since these bids were under the capital asset threshold, it will be purchased as an inventory item.

Please approve the purchase of these items and authorize the Sheriff or his designee to issue a purchase order.

If not budgeted, fill in the blanks below only:

Estimated Cost: 22,981 Amount Budgeted: 62,615 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) approval of the Purchase of Kitchen Equipment from Cook's supply in the amount of \$22,980.39 and (b) authorize the Sheriff to issue a Purchase Order