



Legislation Text

File #: 22-802, Version: 1

Memorandum

Date: July 24, 2022

To: The Honorable Lake County Board of Supervisors

From: Brian L. Martin, Sheriff/Coroner

Subject: (a) Authorize the Sheriff/Coroner to negotiate a Food Services Agreement with Summit with a September 6, 2022 effective date, to supervise the preparation and service of meals at the Lake County Jail/Hill Road Facility for a period of three (3) years, with two (2) one (1) year extensions; and (b) Approve a purchase order with Trinity in an amount not to exceed \$65,000 for the period 7/29/2022 to September 6, 2022.

Executive Summary: On March 15, 2016, the Sheriff's Department was authorized to enter into contract negotiations with a food services vendor to provide supervision of the preparation and service of meals at the Lake County Jail/Hill Road Facility. Prior to this date, the Sheriff's Department utilized county staff to provide this service.

The first contract was awarded to Trinity Services Group for a three year period with two, one year extensions. This contract expires in August 2022.

On March 18, 2022, the Sheriff's Office sent out a Request for Proposal to five different correctional food service providers. There were just two respondents, Trinity Services Group and Summit Food Service. A Consultant Selection Board, consisting of Deputy Probation Officer Roberto Morfin, Sr. Information Systems Analyst Geoff Hauz, Jail Lt. Jared Bussard, Retired Correctional Officer Terry Norton, and Sheriff/Coroner Administrative Manager Mary Beth Strong met and reviewed the proposals. After the initial discussion, it was determined to interview both of the respondents. The CSB is recommending Summit Food Services be awarded the new contract

Summit will be providing kitchen staff to oversee the kitchen workers who are incarcerated individuals. The cost proposal is attached for your review. The current food services allocation in the Sheriff/Jail budget 2301, Object Code 13.00 is \$575,000. Based on projected costs, this amount will need to be increased either during final budgets or during the mid-year budget review.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: \$575,000 Additional Requested: _____ Future Annual Cost: _____

Consistency with Vision 2028 (check all that apply):

☒ Not applicable

☐ Well-being of Residents

☐ Public Safety

☐ Disaster Prevention, Preparedness, Recovery

- | | | |
|--|--|---|
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> County Workforce |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake |

Recommended Action: (a) Authorize the Sheriff/Coroner to negotiate a Food Services Agreement with Summit with a September 6, 2022 effective date, to supervise the preparation and service of meals at the Lake County Jail/Hill Road Facility for a period of three (3) years, with two (2) one (1) year extensions; and (b) Approve a purchase order with Trinity in an amount not to exceed \$65,000 for the period 7/29/2022 to September 6, 2022.