



## PUBLIC HEARING AGENDA ITEM

<b>DATE OF PUBLIC HEARING:</b> November 13, 2018	
<b>SUBJECT:</b> Food Services for the Detention Facility	
<b>FROM:</b>	Raymond H. Gonzales, County Manager Alisha Reis, Deputy County Manager Benjamin Dahlman, Finance Director Kim Roland, Procurement and Contracts Manager
<b>AGENCY/DEPARTMENT:</b> Sheriff's Office	
<b>HEARD AT STUDY SESSION ON:</b> N/A	
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners approves an agreement with Summit Food Service, LLC to provide Food Services for the Detention Facility.	

### **BACKGROUND:**

The Sheriff's Office currently uses a professional food service management firm to provide food service for the Adams County Sheriff's Office Jail Division.

A formal Request for Proposal (RFP) was posted on Rocky Mountain E-Purchasing System (BidNet) and proposals were opened on June 22, 2018. Three (3) companies submitted proposals: Summit Food Service, LLC, Aramark Correctional Services, and Trinity Services Group.

Proposals were evaluated on the following criteria:

- Corporate/Financial Stability
- Procedures / Policies / Contingency Planning
- Ability to meet requested needs
- Project Fee Structure

After a thorough review, the evaluation team determined that Summit Food Service, LLC (Summit), was the most qualified proposer and provided the best value for the County. Their proposal included two (2) additional staff members above the current number needed to work in the kitchen. The higher staff to inmate ratio will help with security, as there will be more supervision for fewer inmates and a reduction in

repair costs to kitchen equipment due to intentional damage created by inmate workers. Summit has proposed the same cost for each meal at \$1.2167 each no matter the type. In addition, the menu offers more options than the other proposers. The total approximate amount of the award will be \$1,465,475.00 per year based on the average daily population of 1100 inmates. It is recommended that the award be made to Summit Food Service, LLC, for food service management.

**AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

Adams County Sheriff's Office

**ATTACHED DOCUMENTS:**

Resolution  
Evaluation Summary Sheet

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

**Fund:** 0001

**Cost Center:** 2071

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			
	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:	8325		\$1,446,767
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			<b>\$1,446,767</b>

**New FTEs requested:** ☐ YES ☒ NO

**Future Amendment Needed:** ☐ YES ☒ NO

**Additional Note:**

Operating Expenditure is pending approval and adoption of an increase in the 2019 budget.