



## PUBLIC HEARING AGENDA ITEM

<b>DATE OF PUBLIC HEARING:</b> November 13, 2018
<b>SUBJECT:</b> Inmate Laundry Services for Adams County Sheriff's Jail Division
<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 a proposal award with Summit Food Service, LLC for Inmate Laundry Services.

### **BACKGROUND:**

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

A Request for Proposal (RFP) was posted on Rocky Mountain ePurchasing System. Proposals were opened on August 10, 2018. Two companies responded: Summit Food Service, LLC and Aramark Correctional Services. Proposals were evaluated on the following criteria:

- Corporate Stability/Experience
- Project Personnel
- Policy and Procedure
- Pricing

After a thorough evaluation, it was determined that Summit Food Service, LLC was the most qualified at \$0.7348 per inmate per day, which is the same price per inmate as last year.

It is recommended that the award be made to Summit Food Service, LLC to provide Inmate Laundry Services in the approximate amount of \$295,022.20 per year, based on the average daily population of 1100 inmates.

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

Adams County Sheriff's Office

**ATTACHED DOCUMENTS:**

Resolution

Evaluation Summary Score 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:	8425		285,547
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>\$285,547</b>

**New FTEs requested:** ☐ YES ☒ NO

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

**Additional Note:**

Business case of \$43,151 is pending approval in the 2019 budget, bringing the total food service budget in 2019 to \$328,698.00.