



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Probation Department
Department No.: 022
For Agenda Of: July 3, 2007
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Patricia J. Stewart, Chief Probation Officer
Director(s)
Contact Info: Jean Silva, 882-3654

SUBJECT: **Contract to provide meals at the Santa Barbara Juvenile Hall, Santa Maria Juvenile Hall, Villa Esperanza, Camino Segundo, and Casa Floral Counseling and Education Centers (CECs)**

County Counsel Concurrence

As to form: Yes

Other Concurrence: N/A

As to form: No

Recommended Actions:

That the Board of Supervisors:

- Approve and execute the attached contract for lunch at the Santa Barbara Juvenile Hall, Villa Esperanza, Camino Segundo, and Casa Floral Counseling and Education Centers and lunch and dinner at the Susan J. Gionfriddo Juvenile Justice Center for the 2007-08 fiscal year for a not to exceed amount of \$460,705.

Summary Text: The Board of Supervisors directed the Probation Department to solicit bids for lunch and dinner meals at the Santa Maria Juvenile Hall and for lunch meals at the Santa Barbara Juvenile Hall and the Counseling and Education Centers (CECs) in Santa Barbara and Santa Maria. Based on the results of that bid process we recommend that your Board approve the least expensive alternative: a single contract with CAC for a maximum amount of \$460,705.

The second option your Board may wish to consider would be two contracts: a contract with CAC for lunches at both Santa Barbara and Santa Maria Juvenile Halls and the CECs for a maximum of \$341,983 and a contract with VTC for dinners at Santa Maria Juvenile Hall for maximum of \$166,075. The maximum total for both contracts would be \$508,058. This option exceeds cost of a single contract with CAC within a range of \$47,353 (for maximum population) to \$30,471 (for minimum population).

Background:

Subsequent to your Board's direction to re-bid the Juvenile Hall and CEC meal service for the 2007-08 fiscal year, Probation solicited the assistance of the Purchasing Department. Purchasing prepared an RFP with three scopes of work and placed it on their web site. The first scope of work was for prepackaged lunches in Santa Barbara; the second scope of work was for prepackaged lunches in Santa Maria. Prepackaged lunches are required due to the time constraints of school and court schedules. In addition to the labor required to package individual portions, the vendor is required to supply containers, paper products, utensils and condiments. The third scope of work was for bulk dinner in Santa Maria. The evening schedule allows time for bulk food service which is done by non sworn staff with county supplied paper products and utensils. We received two responses: CAC submitted a bid of \$3.50 per meal contingent on holding all three scopes of work. VTC submitted a bid of \$3.50 for dinner only.

In response to subsequent inquiries by purchasing VTC stated that it "is not interested in submitting a proposal to provide the lunch meal." CAC responded that "in order to provide the lunches only according to the scopes of work listed in the RFP we would have to charge the following prices: Santa Barbara lunches: \$4.00 per meal, Santa Maria: \$4.25 per meal. The fixed costs do not change if we lose the dinner service and we are still bound to those costs. ...we are less able to defray costs over a larger number of meals served and our purchasing power is decreased."

Performance Measure:

School meals must provide 1/3 of the Recommended Dietary Allowances (RDA) for protein, calcium, iron, vitamin A, and vitamin C.

Meals are to contain no more than 30% of calories from total fat and 10% of calories from saturated fat.

The dinner and lunch meals, in combination with the breakfast meal shall exceed the daily minimum caloric and nutrition standards set forth by the Corrections Standards Authority in Title 15, Article 9, Section 1461.

Contractor must maintain menu, food production and temperature records which demonstrate that the required number of food components, food items or menu items are served each given day.

Meals shall be delivered to the locations and at the times specified in the contract.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

The FY07-08 cost of the meal contract with the Community Action Commission is \$460,705. Probation will receive \$198,870 of Federal and State School Nutrition Lunch Program revenue which will partially offset the cost of the contract. The remaining \$261,835 of the contract will be paid by the General Fund. The contract expense, School Nutrition Lunch Program revenue and general fund contribution are included in the Probation Department's FY08-09 proposed budget. There will be no increased general fund cost as a result of this contract.

Facility Impacts

The Community Action Commission prepares the meals off site so there are no facility impacts.

Staffing Impacts:

<u>Legal Positions:</u>	<u>FTEs:</u>
0	0

Special Instructions:

Please send 2 fully executed originals of the contract and 1 minute order to:
Michael Cameron, Probation Department, 117 East Carrillo Street, Santa Barbara, CA 93101

Attachments:

Attachment A: Probation Department Mandates
Contract (3 Originals)

Authored by:

Jean Silva, Administrative Deputy Director

cc: Purchasing
CAC
VTC

Attachment A

Probation Department Mandates

GENERAL

131.5CCP; 830.5 PC; 1202.7 PC; 273a(c) (3) (A) and 273d(c) (3) (A) PC; 1203.097(c) PC; 1203.098 PC; 1203.097 (c) (1) PC; 1203.097 (C) PC; 13010-13014 PC; 6035 PC13020 PC; 3300 G C; 1020-1031.5 Government Code

CIVIL

1513 Probate Code; 1513.1 Probate Code; 1826 Probate Code; 1851 Probate Code; 1851.5 Probate Code; 7800FLC;7801 FLC; 7803 FLC;7804 FLC; 7805 FLC; 7807 FLC; 7808 FLC; 7810 FLC; 9001 FLC

JUVENILE DIVISION

A. Administrative Responsibility/Notification

1203.74 PC; 270 WIC

B. Juvenile Intake

601; 601.2; 601.3;602; 627.5; 628 WIC; 628.1 WIC; 630 WIC;631 WIC; 632 WIC; 652 WIC;652.5WIC; 653 WIC ;676.5 WIC; 777WIC;778 WIC;1404-1405 Juvenile Court Rules

C. Juvenile Investigations

200 WIC; 280 WIC; 281 WIC; 281.5 WIC; 361.2 WIC; 635 WIC; 636 WIC; 652 WIC; 653.5 WIC; 656.2 WIC; 636.1 WIC; 706 WIC; 706.5 WIC; 706.6 WIC; 707 WIC; 727.1 WIC; 727.4 WIC; 742 WIC; 781 WIC; 1499 Juvenile Court Rules Sealing Records

D. Juvenile Supervision

241.1 WIC; 366.23 WIC; 366.26 WIC; 625 WIC; 625.3 WIC; 641 WIC; 654 WIC; 654.1 WIC; 654.2 WIC; 654.3 WIC; 654.4 WIC; 654.6 WIC; 655 WIC; 725 WIC; 727 WIC; 727.1 WIC; 727.2 WIC; 727.3 WIC; 727.31 WIC; 727.4 WIC; 727.4 (d) (4) WIC; 727.6 WIC; 729 Et Esq. WIC; 729.3 WIC; 729.7 WIC; 729.8 WIC; 729.9 WIC; 730 WIC; 730.6 WIC; 730.7 WIC; 730.8 WIC; 737 WIC; 738 WIC; 740 WIC; 740.1 WIC; 742.16 WIC; 790 WIC; 793 WIC; 794 WIC; 795 WIC; 841 WIC; 1300 ET Esq. WIC; 1502.4 (a)(1) H&S; 4096 WIC; 5600.3 WIC; 11400 WIC; 11401 WIC; 11402 WIC; 11404 WIC; 10553.1WIC; 11404.1 WIC; 11462.01(2) (C) WIC; 295(i) (2) and 298 (b) (4) PC; 296.1 (a) (3) (A) PC

INSTITUTIONS

A. Juvenile Hall

Title 15, Division 1 or Chapter 1 Standards Corrections Authority (formerly the Board of Corrections),
Subchapter 5 Minimum Standards for Juvenile Facilities

210 WIC; 850 WIC

B. Home Supervision

628.1; 840 WIC

C. Boys Camp

Title 15, Division 1 or Chapter 1 Standards Corrections Authority (formerly the Board of Corrections),
Subchapter 5 Minimum Standards for Juvenile Facilities

881 WIC; 885 WIC

D. Counseling and Education Centers

654 (c) WIC

E. Non-Secure Detention

210.1 WIC; 601 WIC; 626 WIC;

F. Medical Care Juveniles

369 WIC; 739 WIC

G. Separate Categories

284 WIC; 285 WIC; 656.2 WIC; 704 WIC; 729.7 WIC; 742 WIC; 742.20 WIC; 749.22 WIC; 749.23
WIC; 751 WIC; 826 WIC; 826.5 (a) WIC; 826.6 WIC; 827WIC; 48321 ED CODE; 56026 ED CODE;
56325 ED CODE;

ADULT DIVISION

A. Adult Investigation:

1000.5PC; 1001.20 PC to 1001.34 PC; 1001.70 PC to 1001.90 PC; 1191 PC; 1191.1 PC; 1191.2 PC; 1191.3 PC; 1202.4 PC; 1202.4(f) (3) PC; 1202.42PC; 1203 PC; 1203a PC; 1203c PC; 1203d PC; 1203.9 PC; 1203.10 PC; 1203.097(b) (3) PC; 1203.097(b) (4) PC; 1210.1 PC; 4.310 Judicial Rule; 4.411(a) (b) (c) (d) Judicial Rule; 4.411.5 Judicial Rule

B. Adult Supervision:

290(c) (1) PC; 290.4 PC; 295(i) (2) PC; 298 (b) (4) PC; 296.1 (a) (3) (A) PC; 296.1 (a) (5) (A) PC; 298(b) (3) PC; 457.1 (e) PC; 1202.7 PC; 1202.8 PC; 1203.02 PC; 1203.016 PC; 1203.044 PC; 1203.044(h) PC; 1203.045 PC; 1203.047 PC; 1203.055 PC; 1203.055(f) PC; 1203.066 PC; 1203.067 PC; 1203.076 PC; 1203.097 PC; 1203.1 PC; 1203.1(b) PC; 1203.1bb PC; 1203.1(d) PC; 1203.1(h) PC; 1203.1ab PC; 1203.1b (a) PC; 1203.1e PC; 1203.1g PC; 1203.1k PC; 1203.2 PC; 1203.2(a) PC; 1203.3 PC; 1203.4 PC; 1203.7 PC; 1203.9 (a) PC; 1203.9 (b) PC; 1203.10PC; 1203.12 PC; 1203.13 PC; 1389.6 PC; 1203.95 PC; 3075 PC to 3076 PC; 11180 PC and 11181 PC; 13020 PC

Rev 04/06