



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

2011 AUG 01 PM 2:52
COUNTY OF SANTA BARBARA
AGENDA LETTER

Department Name: Probation Department
Department No.: 022
For Agenda Of: August 2, 2011
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors

FROM: Department *Patricia J. Stewart*
Director(s) Patricia J. Stewart, Chief Probation Officer
Contact Info: Damon Fletcher, Administrative Deputy Director

SUBJECT: Contract to provide lunch meals at the Santa Maria Juvenile Hall

County Counsel Concurrence

As to form: Yes

Other Concurrence: N/A

As to form: No

Recommended Actions:

That the Board of Supervisors:

- A. Approve and execute the attached contract with Community Action Commission (CAC) to provide lunch meals at the Santa Maria Juvenile Hall for FY2011-12, with a not to exceed amount of \$237,615.

Summary Text

Community Action Commission (CAC) has provided lunch meals to the Santa Maria Juvenile Hall under the current bid since FY 2007-08. Approving the attached contract would continue services through FY 2011-12 at the same per meal cost.

Background:

Since FY 2007-08 Community Action Commission has provided portioned lunch meals to the Santa Maria Juvenile Hall (SMJH), the Villa Esperanza Counseling and Education Center, and the Camino Floral Counseling and Education Center. In prior years the contract was approved as part of the ongoing contracts process during Budget Hearings. As a result of the elimination of the Counseling and Education Center programs in FY 2010-11, the FY 2011-12 contract amount decreased by \$80,275 which exceeds the 10% change limit to continue in the ongoing contract process.

The Probation Department houses up to 110 juveniles on a daily basis at SMJH and is responsible for health and welfare of these minors including the provision of meals. Breakfasts are prepared by Food Services Workers employed by the Probation Department and bulk dinner meals are prepared under contract by Vocational Training Center (VTC) Enterprises. The FY 2011-12 VTC contract was approved with the ongoing contracts during the adoption of the County's FY 2011-12 budget.

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 not 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 location and at the times specified in the contract.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

The total FY 2011-12 cost of food at the Santa Maria Juvenile Hall, including this contract is \$557,249. Probation will receive \$189,455 of Federal and State School Nutrition Lunch Programs revenue which will partially offset the cost of providing meals in the SMJH. The remaining \$367,794 is funded by the General Fund. The contract expense, School Nutrition Breakfast and Lunch Programs revenue, and general fund contribution are included in the Probation Department's FY2011-12 adopted budget. There will be no increased general fund cost as a result of the execution of this contract.

Facility Impacts

CAC 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 contracts and 1 minute order to:
Michael Cameron, Probation Department, 117 East Carrillo Street, Santa Barbara, CA 93101

Attachments:

Attachment A: Probation Department Mandates

CAC Contract (3 originals)

Authored by:

Damon Fletcher, Administrative Deputy Director

cc: CAC