



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: August 28, 2007
Placement: Administrative
Estimated Tme: N/A
Continued Item: Yes
If Yes, date from: 7/17/07 A-16
Vote Required: Majority

TO: Board of Supervisors

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

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

County Counsel Concurrence

As to form: Yes

Auditor-Controller 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 at the Santa Barbara Juvenile Hall, Susan J. Gionfriddo Juvenile Justice Center, Villa Esperanza, Camino Segundo, and Casa Floral Counseling and Education Centers for the 2007-08 fiscal year and dinner at the Susan J. Gionfriddo Juvenile Justice Center from July 1 to August 31, 2007 with a not to exceed amount of \$369,077.
- B. Approve and execute the attached contract with the Vocational Training Center (VTC) to provide dinner at the Susan J. Gionfriddo Juvenile Justice Center from September 1, 2007 to June 30, 2008 with a not to exceed amount of \$125,654.

Summary Text: On July 17, 2007 the Probation Department requested that the Board of Supervisors approve and execute a contract with CAC to provide 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. That request was continued to allow the Probation Department, CAC and VTC to meet and discuss other options for meal delivery. The agencies have met and negotiated a mutually beneficial arrangement which would allow VTC to provide dinner meals at the Susan J. Gionfriddo Juvenile Justice Center and CAC to provide the remaining meals. The combined FY 2007-08 contract maximum is \$494,731.

Background:

Due to the locations and types of meals to be provided the contract requires three scopes of work. The first scope of work requires prepackaged lunches in Santa Barbara. The second scope of work requires 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 with the lunches. The third scope of work requested bulk dinner in Santa Maria. The evening schedule allows time for bulk food service by non sworn Probation staff with county supplied products and utensils.

CAC will fulfill the first two scopes of work and provide lunches in Santa Barbara at a reduced cost of \$3.95 per meal and lunches in Santa Maria at a reduced cost of \$4.20 per meal for a total contract cost of \$369,077. VTC will fulfill the third scope of work and provide bulk dinners in Santa Maria at a reduced cost of \$3.19 per meal for a total contract cost of \$125,654. The reductions are made possible by the vendors agreeing to adjust menus, adjust portions to meet nutritional standards, reduce indirect costs, and reduce their small but equitable and reasonable profit margins. The reduction in per meal costs results in a total decrease in contracted cost of \$15,730. Additionally, menu changes at the Los Prietos Boys Camp and Los Prietos Boys Academy will result in a \$13,000 reduction in the cost of county prepared meals at the camp programs.

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 total FY2007-08 cost of the meal contracts is \$494,731. Probation will receive \$130,587 of Federal and State School Nutrition Lunch Program revenue which will partially offset the cost of the contract. The remaining \$364,144 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 FY2007-08 adopted budget. There will be no increased general fund cost as a result of this contract.

Facility Impacts

CAC and VTC prepare 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
CAC Letter
CAC Contract (3 originals)
VTC 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) 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