



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: July 1, 2021

Staff Contact: Carol Akers, Purchasing and Contracts Administrator and Sheriff Ken Furlong

Agenda Title: For Possible Action: Discussion and possible action regarding purchase authority for food for Carson City jail inmates, from vendors including, but not limited to, BakeMark, National Food Group, Nicholas and Company and Franco American Baking Company, for a total not to exceed amount of \$227,600 through June 30, 2022. (Carol Akers, Cakers@carson.org and Sheriff Ken Furlong, KFurlong@carson.org)

Staff Summary: The Carson City Sheriff's Office ("CCSO") has an annual budget of \$227,600 to purchase food for the jail inmates. There are four main vendors from which to make the purchases: BakeMark, National Food Group, Nicholas and Company and Franco American Baking Company. Pursuant to City policy, approval from the Board of Supervisors is required when the total amount spent with any one vendor exceeds \$50,000.

Agenda Action: Formal Action / Motion

Time Requested: Consent

Proposed Motion

I move to approve the purchase authority as requested.

Board's Strategic Goal

Efficient Government

Previous Action

None

Background/Issues & Analysis

The Culinary Coordinator works with the various vendors to shop for and find the best prices, both creating relationships with vendors and striving for best prices. The Coordinator will do their best to work within the approved menu that satisfies state law regarding both nutritional value and minimum caloric intake. Over the years, CCSO has made modifications to the menus and ordering, preparing more of the food in-house and constantly in search of more cost-effective ways of decreasing the cost of inmate meals.

This is an annual request. The purchase amount exceeds \$50,000 and therefore requires Board of Supervisors approval.

This contract is not adapted to competitive bidding pursuant to NRS 332.115(1)(e).

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.115(1)(e)

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: General Fund Detention Facility Food & Kitchen Supplies account 1012014-500640.

Is it currently budgeted? Yes

Explanation of Fiscal Impact: If approved, account 1012014-500640 will not exceed the \$227,600 annual budget.

Alternatives

Do not approve purchase and provide direction to staff.

Attachments:

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)