



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** June 2, 2022
Staff Contact: Carol Akers, Purchasing & Contracts Administrator and Sheriff Ken Furlong

Agenda Title: For Possible Action: Discussion and possible action regarding a proposed \$45,000 increase in annual purchase authority, beyond the previously approved purchase authority in the amount of \$227,600, to purchase 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, resulting in a new, annual not to exceed amount of \$272,600 through June 30, 2022. (Carol Akers, Cakers@carson.org and Sheriff Ken Furlong, KFurlong@carson.org)

Staff Summary: The Carson City jail must provide food to inmates which satisfies state law requirements for both nutritional value and minimum caloric intake. The increase in purchase authority is being requested due to the increased cost of food.

Agenda Action: Formal Action / Motion **Time Requested:** Consent

Proposed Motion

I move to approve the increase in purchase authority.

Board's Strategic Goal

Efficient Government

Previous Action

On July 1, 2021, the Board of Supervisors approved an annual purchase authority to purchase food for Carson City jail inmates, for a not to exceed amount of \$227,600.

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 undertakes best efforts to work within the approved menu that satisfies state law for both nutritional value and minimum caloric intake. Over the years, the Carson City Sheriff's Office has made modifications to the menus and ordering, preparing more of the food in-house and is constantly in search of more cost-effective ways of providing inmate meals.

This contract is not adapted to competitive bidding pursuant to NRS 332.115.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.115

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 be increased by \$45,000 from \$227,600 to \$272,600 – the increase will be transferred into the account from Contingency in the second round of budget augmentations.

Alternatives

Do not approve the increase in purchase authority and/or provide alternative direction to staff.

Attachments:

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)