



Monterey County

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Board Report

Legistar File Number: 17-0835

August 29, 2017

Introduced: 7/28/2017

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

- a. Approve and Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign Amendment #3 to a Professional Services Agreement between the Monterey County Sheriff's Office and Key and Young, Inc., Doing Business as Commercial Service Company for preventative maintenance and repairs to the refrigeration, food preparation and dishwashing equipment at Monterey County Adult Detention Facility, adding \$50,000 to the agreement for a total contract cost of \$140,000; and
- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to approve one future amendment to this Agreement where the future amendment does not significantly change the scope of work and does not add more than 10% to the original Agreement amount of \$50,000, (\$5,000) bringing the total not to exceed cost of the agreement to \$145,000.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign Amendment #3 to a Professional Services Agreement between the Monterey County Sheriff's Office and Key and Young, Inc., Doing Business as Commercial Service Company for preventative maintenance and repairs to the refrigeration, food preparation and dishwashing equipment at Monterey County Adult Detention Facility, adding \$50,000 to the agreement for a total contract cost of \$140,000; and
- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to approve one future amendment to this Agreement where the future amendment does not significantly change the scope of work and does not add more than 10% to the original Agreement amount of \$50,000, (\$5,000) bringing the total not to exceed cost of the agreement to \$145,000.

SUMMARY:

The Sheriff requests approval of an amendment to a preventative maintenance contract deemed essential to food service and preparation for the Monterey County Adult Detention Facility.

DISCUSSION:

The Monterey County Sheriff's Office (MCSO) operates an Adult Detention facility in Salinas. The average daily population of this facility is 950 inmates, but the population can go as high as

1100 inmates per day. The County is required to provide all inmates with three meals a day, at county expense, per Title 15 regulations.

The Adult Detention Facility kitchen serves over one million meals a year to the inmate population. It is critical that all food service equipment is functioning and operational, to ensure that meals can be prepared and served, and that kitchen cleanup and tray sanitization occur. The Sheriff's Office has contracts with a group of service providers to ensure that equipment is in working order so that there are no delays in food service.

The Sheriff's Office recently upgraded all food service and dishwashing equipment and is analyzing the balance of the equipment in the kitchen to determine the end life of each piece and to create a plan for systematic replacement/rehabilitation of equipment over a period of time.

OTHER AGENCY INVOLVEMENT:

County Counsel has approved the agreement as to legal form, and the Auditor-Controller and Contracts/Purchasing have reviewed for fiscal provisions and procurement provisions.

FINANCING:

The costs of this contract were included in the FY 2017-18 approved budget, and there will be no increase in General Fund Contribution resulting from this Board action.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This contract meets the Board's strategic initiatives by:

"Promoting an organization that practices efficient and effective resource management...."

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Nina Ryan, Management Analyst II, Extension #3708

Approved by: Steve Bernal, Sheriff-Coroner, Extension #3856



Attachment: Professional Services Agreement with Key and Young, Inc., DBA Commercial Service Company, and its amendments