



Monterey County

Board of Supervisors
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

Legistar File Number: A 19-255

June 25, 2019

Introduced: 6/12/2019

Version: 1

Current Status: Agenda Ready

Matter Type: BoS Agreement

a. Ratify the execution by the Contracts/Purchasing Officer of the agreement with A'viands Catering for \$7,043.92 to provide catering services for the Child Abuse Prevention Council Proclamation and Award Breakfast retroactively effective April 16, 2019 through April 30, 2019.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

a. Ratify the execution by the Contracts/Purchasing Officer of the agreement with A'viands Catering for \$7,043.92 to provide catering services for the Child Abuse Prevention Council Proclamation and Award Breakfast retroactively effective April 16, 2019 through April 30, 2019.

SUMMARY/DISCUSSION:

This agreement provided catering services for the Child Abuse Prevention Council (CAPC) annual Proclamation and Award Breakfast which took place on April 16, 2019. This annual breakfast is held in the month of April and it honors those who have produced exceptional work in the field of child abuse prevention. This event is held yearly in one of the few Monterey County sites that will accommodate 300 guests and will provide a catered breakfast at a reasonable cost.

This agreement was not executed prior to the term start date because a new caterer, A'viands, was hired by CSUMB to provide catering services to all those groups who required such services. The caterer was unfamiliar with the complexity of the Monterey County contract requirements and was unable to obtain the required signatures from their home office located in Minnesota prior to the contract start date. The Award Breakfast was held and A'viands performed the services described in this agreement so the Department is bringing this agreement to your Board for retroactive approval.

Despite numerous communications and email exchanges with the caterer, the identified vendor of catering services at CSUMB was unable to provide signed contract documents prior to the start date of the agreement. To ensure future contracts are signed in a timely manner, the CAPC Director will start the CAPC Breakfast catering contract process earlier and better communicate County processes and needs.

OTHER AGENCY INVOLVEMENT:

The Auditor-Controller and Purchasing have reviewed and approved this agreement. County Counsel has approved the agreement as to form.

FINANCING:

This agreement is fully funded with the CAPC trust fund. Sufficient appropriations and estimated revenues for SOC005 are included in the FY 2018-19 Adopted Budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This amendment correlates to the Health and Human Services, Administration, and Public Safety Strategic Initiatives adopted by the Board of Supervisors by allowing the Department to host an annual CAPC Proclamation and Awards breakfast at CSUMB to honor those produced exceptional work in the field of child abuse prevention

Mark a check to the related Board of Supervisors Strategic Initiatives:

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

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Approved by: Henry Espinosa, Acting Director, x4430

Attachments: A'viands Agreement

Proposed agreement is on file with Clerk of the Board as an attachment to this Board Report