

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
ACTION AGENDA SUMMARY

DEPT: Probation

BOARD AGENDA # \*B-6

Urgent  Routine

AGENDA DATE February 26, 2013

CEO Concurs with Recommendation YES  NO   
(Information Attached)

4/5 Vote Required YES  NO

SUBJECT:

Approval to Amend the Agreement with ARC Catering and Specialties, Howard Training Center for Food Services at the Juvenile Hall

STAFF RECOMMENDATIONS:

1. Approve an amendment to the Agreement with ARC Catering and Specialties, Howard Training Center to extend the contract expiration date to December 31, 2013.
2. Authorize the Chief Probation Officer to sign the contract amendment.

FISCAL IMPACT:

The daily meal rate at the Juvenile Hall is currently \$10.11 per day for three meals plus one snack. The annual cost is approximately \$600,000, depending on population levels at the Juvenile Hall. This agreement will add \$600,000 to the cumulative amount of the contract. These funds are budgeted in the Probation Juvenile Hall budget.

BOARD ACTION AS FOLLOWS:

No. 2013-80

On motion of Supervisor O'Brien, Seconded by Supervisor Withrow

and approved by the following vote,

Ayes: Supervisors: O'Brien, Withrow, Monteith, De Martini and Chairman Chiesa

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1)  Approved as recommended

2)  Denied

3)  Approved as amended

4)  Other:

MOTION:

ATTEST:

  
CHRISTINE FERRARO TALLMAN, Clerk BY: Deputy

File No.

## Approval to Amend the Agreement with ARC Catering and Specialties, Howard Training Center for Food Services at the Juvenile Hall

### **DISCUSSION:**

On February 12, 2008, the Probation Department entered into an agreement with ARC Catering and Specialties, Howard Training Center for meals at the Juvenile Hall. This agreement was the result of an RFP process that resulted in two bids, one of which did not meet the criteria of on-site preparation of meals. Food service at the Juvenile Hall consists of three meals and one snack per day, 365 days per year, for approximately 110-160 juveniles and staff. Meal preparation occurs on-site in the Juvenile Hall kitchen, as well as meal planning and facility clean-up. All menus and meals for the minors must comply with Title 15 of the California Code of Regulations, the National School Lunch Program, and the National School Breakfast program, including any special dietary requirements of minors.

The cost for this contract is currently \$10.11 per day for three meals plus one snack.

This food service contract is set to expire and the County's policy requires that this be bid again based on the five-year length of the contract. During the normal bidding process, prospective vendors would tour the kitchen to evaluate the work space and facilities.

The Probation Department is scheduled to complete and open a new 60-bed commitment facility in Spring of 2013. At that time, all food service preparation will be located at the new facility kitchen. The new kitchen will not be ready to look at or evaluate by the time this contract expires.

The Probation Department is requesting an amendment to extend this contract to allow for completion of the new kitchen, giving potential vendors the opportunity to evaluate conditions. The existing vendor has agreed to this extension. The normal RFP process is expected to begin in early summer 2013.

### **POLICY ISSUE:**

Approval of a contract extension to provide meal service at the Juvenile Hall is consistent with the Board's priorities of A Safe Community, A Healthy Community, and the Efficient Delivery of Public Services.

### **STAFFING IMPACTS:**

There are no staffing impacts associated with this item. All staff is provided through the contract with ARC Catering and Specialties, Howard Training Center, an organization that provides employment opportunities for adults with developmental disabilities. Contract oversight is provided by existing staff from the Probation Department.

### **CONTACT PERSON:**

Karen Curci, Administrative Services Manager. Telephone: 209-525-4556.

**FIRST AMENDMENT TO  
AGREEMENT FOR INDEPENDENT CONTRACTOR SERVICES**

Reference is made to the Agreement for Independent Contractor Services effective March 1, 2008, by and between the County of Stanislaus (County) and Arc Catering Specialties, Howard Training Center (Contractor).

WHEREAS, the County has the continued need for food services at the Juvenile Hall; and

WHEREAS, the Contractor is experienced and competent to provide these services; and

WHEREAS, Section 17 of the agreement provides that the parties may modify the agreement by mutual consent in written form.

NOW, THEREFORE, the parties hereby agree as follows:


A. Section 9 of Exhibit A to the Agreement is amended to read as follows:

Term: The term of this agreement shall be from March 1, 2008 (not January 1, 2008 as incorrectly stated previously) to December 31, 2013, unless sooner terminated by either party.

B. All other terms and conditions of the Agreement shall remain in full force and effect.


IN WITNESS WHEREOF, the parties or their duly authorized representatives have executed this Second Amendment as of this 26<sup>th</sup> day of FEBRUARY, 2013.

**County of Stanislaus**

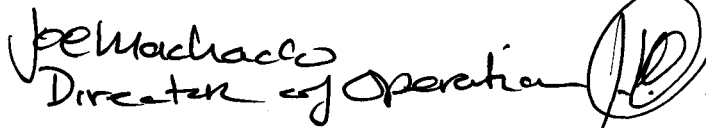
By:   
\_\_\_\_\_  
Probation Department  
Jill Silva, Chief Probation Officer

"County"

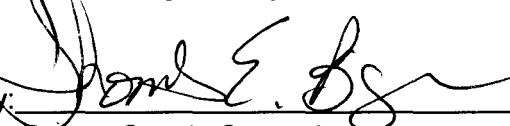
**ARC Catering & Specialties  
Howard Training Center**

By:   
\_\_\_\_\_  
Claudia Miller  
Executive Director

"Contractor"

  
Director of Operations

APPROVED AS TO FORM:  
John P. Doering, County Counsel

By:   
\_\_\_\_\_  
Deputy County Counsel