



Open Session Item

SUBJECT: Contract Award (PUR-1630) - Food Services at the Washington County Detention Center (WCDC)

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Brandi Naugle, CPPB – Buyer; Major Craig Rowe – Washington County Sheriff's Office

RECOMMENDED MOTION: Move to award the contract to the responsive, responsible proposer, Aramark Correctional Services, Inc. (incumbent) of Philadelphia, PA for the total proposal amount of \$978,930 based on estimated annual quantities of meals and proposer's unit costs per meal type (see attached Price Proposal Matrix) and to approve a Budget Transfer in the amount of \$170,840 from the General Operations Account 500130-10-11200 to Detention – Food Supplies Account 505070-10-11320.

REPORT-IN-BRIEF: The recommended contractor shall furnish food services at the Washington County Detention Center (WCDC), to include inmate and staff meals seven (7) days/week and program support services for an approximate population of 375 inmates. The contract term is for one (1) year tentatively beginning September 1, 2023, with an option by the County to renew for up to four (4) additional consecutive one-year periods. Annual price increases or decreases to cover contract years two through five will be based on the Producer Price Index.

Advantages of contracted food services include: (1) County funds will not be encumbered in inventory; (2) guaranteed meal prices that will also assist in annual budgeting; (3) cost savings in services; and (4) the County will not be responsible for recruitment/retention of food service staff. The present contract with Aramark was awarded on June 12, 2018.

On Monday, July 31, 2023, the Coordinating Committee met for a final review of the Qualifications & Experience/Technical Proposals for the subject services. The Committee determined that both submitting firms were responsive to the County's Request for Proposal to perform the subject services at the WCDC. The Price Proposal submittals of the responsive firms were opened, and the results are as shown on the attached price matrix.

The Coordinating Committee was comprised of the following members: County Sheriff (Committee Chairman), County Purchasing Director, WCDC's Warden, WCDC's Assistant Warden, and the County Buyer.

The per-meal price history for the present year and the previous four (4) years is as follows:

<u>Year</u>	<u>Inmate/Sack/Court/Medical Meal</u>	<u>Staff Meal</u>
2018-19	\$1.538	\$1.79
2019-20	\$1.526	\$1.78
2020-21	\$1.547	\$1.805
2021-22	\$1.547	\$1.805
2022- Present	\$1.724	\$2.012

The Request for Proposals (RFP) was advertised in the local newspaper, on the State’s “e-Maryland Marketplace Advantage” (eMMA) web site, and on the County’s web site. The RFP document was accessed from the web site by twenty (20) firms/individuals. Three (3) firms were represented at the pre-proposal conference and two (2) proposals were received.

DISCUSSION: N/A

FISCAL IMPACT: An amount of \$808,090 was approved for FY’24 in Line-Item No. 505070-10-11320 for the Detention Center’s Food and Supplies and \$170,840 will be transferred from General Operations Account 500130-10-11200.

CONCURRENCES: As recommended by the Coordinating Committee

ALTERNATIVES: N/A

ATTACHMENTS: Bid Tabulation Sheet and Budget Transfer Request

AUDIO/VISUAL NEEDS: N/A