



## STAFF REPORT

**Report To:** Board of Supervisors

**Meeting Date:** June 16, 2022

**Staff Contact:** Carol Akers, Purchasing and Contracts Administrator and Sheriff Ken Furlong

**Agenda Title:** For Possible Action: Discussion and possible action regarding authority for the Carson City Sheriff's Office ("CCSO") 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, for a total not to exceed amount of \$250,000 through June 30, 2023. (Carol Akers, Cakers@carson.org and Sheriff Ken Furlong, KFurlong@carson.org)

Staff Summary: The CCSO has an annual budget of \$250,000 to purchase food for the jail inmates. There are four main vendors from which to make the purchases: BakeMark, National Food Group, Nicholas and Company and Franco American Baking Company. Pursuant to City policy, approval from the Board of Supervisors is required when the total amount spent with any one vendor exceeds \$50,000.

**Agenda Action:** Formal Action / Motion

**Time Requested:** Consent

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### **Proposed Motion**

I move to approve the purchase authority as requested.

### **Board's Strategic Goal**

Efficient Government

### **Previous Action**

None

### **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 will do their best to work within the approved menu that satisfies state law regarding both nutritional value and minimum caloric intake. Over the years, CCSO has made modifications to the menus and ordering, preparing more of the food in-house and constantly in search of more cost-effective ways of decreasing the cost of inmate meals.

This contract is not adapted to competitive bidding pursuant to NRS 332.115(1)(e).

### **Applicable Statute, Code, Policy, Rule or Regulation**

NRS 332.115(1)(e)

### **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 not exceed the \$250,000 annual budget.

**Alternatives**

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

**Attachments:**

**Board Action Taken:**

Motion: \_\_\_\_\_

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

Aye/Nay

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(Vote Recorded By)