COUNTY OF LOS ANGELES
PROBATION DEPARTMENT

-- 9150 IMPERIAL HIGHWAY, DOWNEY, CA 90242 --

-- (562) 940 – 2501 --

DONALD H. BLEVINS
Chief Probation Officer

REVISED

March 29, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

APPROVAL OF CONTRACT MODIFICATION TO CONTRACT NUMBERS 75626, 75627, 76075, AND 77395 WITH MORRISON MANAGEMENT SPECIALISTS, INC. TO PROVIDE FOOD SERVICES FOR THE PROBATION DEPARTMENT AT MULTIPLE LOCATIONS
(3 VOTES, ALL SUPERVISORIAL DISTRICTS)

SUBJECT

The Los Angeles County Probation Department (Probation) is requesting that your Board approve contract modification with Morrison Management Specialist, Inc. (Morrison) to provide food services at Central Juvenile Hall (CJH), Barry J. Nidorf Juvenile Hall (BJN), Los Padrinos Juvenile Hall (LPJH) and Challenger Memorial Youth Center (CMYC).

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Chief Probation Officer to execute a modification to the food services contract with Morrison at CJH (contract number 75626) to increase the current price per meal by $0.27 and extend the contract on a month-to-month basis for up to 12 additional months. ~~for an additional 12- month period.~~

2. Delegate authority to the Chief Probation Officer to execute a modification to the food services contract with Morrison at BJN (contract number 75627) to increase the current price per meal by $0.27 and extend the contract on a month-to-month basis for up to 12 additional months. ~~for an additional 12- month period.~~

3. Delegate authority to the Chief Probation Officer to execute a modification to the food services contract with Morrison at LPJH (contract number 76075) to increase the current price per meal by $0.27.

4. Delegate authority to the Chief Probation Officer to execute a modification to the food services contract with Morrison at CMYC (contract number 77395) to increase the current price per meal by $0.34.

5. Delegate authority to the Chief Probation Officer to prepare and execute modifications to these contracts not exceeding 10% of the revised per meal cost and/or 180 days to the period of performance pursuant to the terms contained therein, upon approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is to obtain approval to increase the per meal cost of the food services contracts with Morrison at the three (3) juvenile halls and CMYC, and to extend the contracts at BJN and CJH on a month-to-month basis for up to 12 additional months. ~~for an additional 12- month period.~~

In July 2010, Probation received the California Corrections Standards Authority (CSA) 2008-2010 Biennial Audit Report (Report) of Probation juvenile facilities. The Report found that the menu being served at the juvenile facilities did not comply with Title 15 Health and Nutrition Standards. To ensure compliance with CSA and Title 15 Health and Nutrition Standards, Probation's dietitian revised and finalized the menu in January 2011. Probation intends to begin implementing the revised menu in March 2011 at all Probation facilities that do not contract out for food services. Currently, Probation contracts with Morrison to provide food services at BJN, LPJH, CJH and CMYC. For these Probation facilities, Probation intends to implement the menu upon approval of the recommendation actions.

Probation met with Morrison to discuss the impact of the revised menu. It was determined that the implementation of the revised menu would result in an increased cost. Consequently, the contracts need to be modified to reflect the additional funds needed for implementation of the revised menu. Approval of the recommended actions will enable Probation to comply with Title 15 Nutrition and Health Standards.

As a result of the material change to the menu, Request for Proposals (RFPs) that were released for food services at BJN and CJH in June 2010 were cancelled in January 2011. Approval of the recommended actions will provide Probation the additional time necessary to conduct a competitive solicitation without a break in service.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the Countywide Strategic Plan, Organizational Goal #1. Implementation of the recommendations will enable the Probation Department to continue receiving food services at the 3 juvenile halls and CMYC.

FISCAL IMPACT/FINANCING

The total annual increased cost for the 3 juvenile halls and CMYC is estimated at $846,000. Contract #75626 (CJH) will be increased by approximately $217,000 for an estimated annual total amount of $1,918,000. Contract #75627 (BJN) will be increased by approximately $240,000 to an estimated annual total amount of $2,032,000. Contract #76075 (LPJH) will be increased by approximately $174,000 to an estimated annual total amount of $1,934,000. Contract #77395 (CMYC) will be increased by $215,000 to an estimated annual total amount of $1,888,000.

The price per meal is based on a sliding scale. Because the annual number of meals cannot be projected with certainty given the fluctuations of juveniles entering the system, the actual contract spending may be more or less than estimated.

Probation will identify savings in other areas to offset these increases in the FY 2010-11 Adopted Budget and will work with the CEO to reallocate existing resources to fully fund these contracts for the FY 2011-12 Proposed Budget. These contracts include provisions for non-appropriation of funds and budget reductions.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The need for food services continues to exist at these locations. The scope of work for these contracts includes the purchase, delivery, storage, preparation and serving of food to all juvenile and authorized personnel at the three (3) juvenile halls and CMYC. The approval of the recommended actions will ensure compliance with CSA and Title 15 Nutrition and Health Standards provide the necessary dietary requirements for the youth incarcerated at Probation facilities and provide Probation the additional time necessary to conduct a competitive solicitation for CJH and BJN without a break in service.

CONTRACTING PROCESS

To solicit for the services covered under Contract #75626 (CJH), a competitive Request for Proposals (RFP) process was utilized and issued on April 15, 2005. On April 18, 2006 your Board found that food services provided under the contract would be more economically performed by Morrison rather than County employees and approved the award of this contract to Morrison.

To solicit for the services covered under Contract #75627 (BJN), a competitive Request for Proposals (RFP) process was utilized and issued on April 15, 2005. On April 18, 2006 your Board found that food services provided under the contract would be more economically performed by Morrison rather than County employees and approved the award of this contract to Morrison.

To solicit for the services covered under Contract #76075 (LPJH), a competitive Request for Proposals (RFP) process was utilized and issued on July 14, 2006. On April 17, 2007 your Board found that food services provided under the contract would be more economically performed by Morrison rather than County employees and approved the award of this contract to Morrison.

To solicit for the services covered under Contract #77395 (CMYC), a competitive Request for Proposals (RFP) process was utilized and issued on August 15, 2008. On August 10, 2010 your Board found that food services provided under the contract would be more economically performed by Morrison rather than County employees and approved the award of this contract to Morrison.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will ensure compliance with CSA and Title 15 Nutrition and Health Standards to provide the necessary dietary requirements for the youth incarcerated at Probation facilities and provide Probation the additional time necessary to conduct a competitive solicitation for CJH and BJN without a break in service.

Respectfully submitted,

DONALD H. BLEVINS
Chief Probation Officer

DHB:TH:ck

c: Executive Office, Board of Supervisors
County Counsel
Chief Executive Officer