



City of Culver City

Mike Balkman Council
Chambers
9770 Culver Blvd.
Culver City, CA 90232

Staff Report

File #: 19-05, **Version:** 1

Item #: C-12.

CC - Approval of a Five-Year Agreement with the Los Angeles County Sheriff's Department for Inmate Meal Delivery Service for the Term August 7, 2018 through August 6, 2023.

Meeting Date: July 9, 2018

Contact Person/Dept: Capt. Sam Agaiby/ Police Department

Phone Number: (310) 253-6394

Fiscal Impact: Yes ☒ No ☐

General Fund: Yes ☒ No ☐

Public Hearing: ☐ **Action Item:** ☐ **Attachments:** ☐

Commission Action Required: Yes ☐ No ☒

Public Notification: (E-Mail) Meetings and Agendas - City Council (07/03/18);

Department Approval: Police Chief Scott Bixby (06/28/18)

RECOMMENDATION

Staff recommends the City Council approve a five-year agreement with the Los Angeles County Sheriff's Department for inmate meal delivery service for the term August 7, 2018 through August 6, 2023.

BACKGROUND/DISCUSSION

The Los Angeles County Sheriff's Department has been preparing and delivering weekly inmate meals to the City Jail for years. On August 8, 2013, the City of Culver City and the County of Los Angeles entered into a five-year Food Services Agreement. The total number of meals delivered weekly fluctuates based on inmate population. On average 70 meals per week are served in the City Jail. The meals are delivered in containers that are jail safe and contain a food product which meets prisoner dietary requirements. The Agreement's payment schedule is based on a flat cost per meal. From fiscal year to fiscal year, the cost per meal increase varies from 4% to 10% based on the County's cost increase.

FY2013-14 \$2.14
FY2014-15 \$2.35

FY2015-16	\$2.41
FY2016-17	\$2.63
FY2017-18	\$2.73
FY2018-19	\$2.75

The Culver City Police Department Jail is a Type 1, short term custodial facility, housing arrestees 24 hours, 7 days per week, that provides inmates up to three meals per day dependent on their length of custody. Inmate meals are provided in accordance with dietary regulations detailed in Title 15 of the California Code of Regulations, the County Health Department, and the Board of State and Community Corrections.

The Los Angeles County Sheriff's Department operates the largest county jail system in the United States. In addition to the thousands of meals they prepare and serve to their county inmate population, they also prepare and deliver meals weekly to 33 incorporated cities. Given their expansive knowledge of the California State Title 15 requirements, which governs all jails and detention facilities pertaining to inmate caloric requirements, nutritional values, and food preparation laws, they are the preeminent expert on inmate food preparation. The Culver City Jail is inspected by different state, county and local entities in order to remain operational under Title 15. We pass all inspections related to inmate meal requirements.

Under the Culver City Municipal Code (CCMC), certain types of contracts are exempted from the City's bidding requirements. CCMC §3.07.055.F exempts bidding requirements for "any contract involving the purchase of equipment, goods, supplies or services entered into with another government entity." In addition, CCMC §3.07.055.I exempts from the formal competitive bidding process contracts for professional or general services, as set forth in §3.07.065.

In general, CCMC §3.07.045 provides that the informal or formal bidding procedures as set forth in the Code shall apply where the same vendor has been utilized for a period of five consecutive years; however, §3.07.045 does not apply to contracts subject to the exemptions in §3.07.055 (which includes contracts with another governmental entity, as stated above). Thus, this proposed contract with the County of Los Angeles for inmate food services is exempt from the City's bidding requirements, under §3.07.045 and §3.07.055.

Accordingly, City staff is requesting that the City Council authorize a five-year agreement with the Los Angeles County Sheriff's Department for inmate meal delivery services.

FISCAL ANALYSIS

The City Council Adopted Budget for Fiscal Year 2018/2019 includes \$12,000 for the Agreement with the Los Angeles County Sheriff's Department for inmate meal service (10140200.619800).

MOTION

That the City Council:

1. Approve a five-year agreement with the Los Angeles County Sheriff's Department for inmate meal delivery service for the term August 7, 2018 through August 6, 2023; and
2. Authorize the City Attorney to review/prepare the necessary documents; and
3. Authorize the City Manager to execute such documents on behalf of the City.