

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Human Services Board  
INITIATED BY

Human Services Board  
SUBMITTED BY



Sara Mooren  
DRAFTED BY

November 27, 2012  
DATE DRAFTED

Awarding Contract for Food Services at the Youth Services Center

1 **WHEREAS**, the Youth Services Center will provide an estimated 21,000 meals and 7,000 snacks in  
2 2012; and,

3  
4 **WHEREAS**, Rock County requested sealed proposals from qualified vendors for contracted food  
5 services with meals made off-site and delivered to the Youth Services Center; and,

6  
7 **WHEREAS**, each meal needs to meet the minimum requirements as to the nutritional content as  
8 specified by the National School Lunch Program and School Breakfast Program Meal Patterns; and,

9  
10 **WHEREAS**, two vendors responded to RFP #2013-09 but only one could be considered (see attached  
11 results); and,

12  
13 **WHEREAS**, Human Services Department staff did review the application from Aramark and  
14 determined they did meet the required qualifications; and,

15  
16 **WHEREAS**, Aramark has significant expertise and experience in delivering high quality, cost  
17 effective food service operations.

18  
19 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors, duly assembled  
20 this 13 day of December, 2012, that a contract for food services commencing January 1, 2013,  
21 be awarded to Aramark of Downers Grove, Illinois for comprehensive food service operations for the  
22 Youth Services Center.

23  
24 **BE IT FURTHER RESOLVED**, that it be a one-year contract with an option for four additional one-  
25 year renewal periods upon the approval of the Human Services Board.

12-12A-205

**Awarding Contract for Food Services and the Youth Services Center**

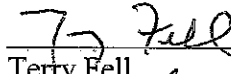
Page 2


**Respectfully submitted,**

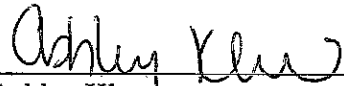
**Human Services Board**


  
\_\_\_\_\_  
Brian Knudson, Chair

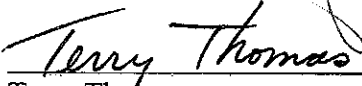
  
\_\_\_\_\_  
Sally Jean Weaver-Landers, Vice-Chair

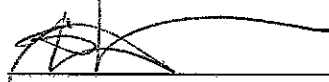
  
\_\_\_\_\_  
Terry Fell

  
\_\_\_\_\_  
William Grahn

  
\_\_\_\_\_  
Ashley Kleven

  
\_\_\_\_\_  
Phillip Owens


  
\_\_\_\_\_  
Terry Thomas

  
\_\_\_\_\_  
Shirley Williams

Absent  
\_\_\_\_\_  
Marvin Wopat

PURCHASING PROCEDURAL  
ENDORSEMENT

Reviewed and approved on a vote of  
5-0.

  
\_\_\_\_\_  
Mary Mawhinney, Chair

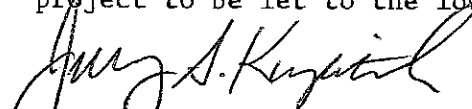
FISCAL NOTE:

Sufficient funding is included in the 2013 Human Services Department Budget for the cost of this contract.


  
\_\_\_\_\_  
Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

  
\_\_\_\_\_  
Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.  
  
\_\_\_\_\_  
Craig Knutson  
County Administrator

## **Executive Summary**

### **Awarding Contract for Food Services at the Youth Services Center**

The Human Services Department contracts for food services for the Youth Services Center (YSC). The Youth Services Center will provide an estimated 21,000 meals and 7,000 snacks in 2012. Meals need to be prepared off-site and delivered to YSC 365 days a year for breakfast, lunch, and dinner.

The Youth Services Center is enrolled in the National School Lunch and Severe Need Breakfast Programs, which are administered by the United States Department of Agriculture and the Wisconsin Department of Public Instruction. Each meal needs to meet the minimum requirements as to the nutritional content as specified by the National School Lunch Program/School Breakfast Program (NSLP/SBP) Meal Patterns to receive the authorized reimbursement rates for weekday lunch, breakfast and snacks.

Rock County Purchasing requested sealed proposals from qualified vendors for contracted food services. Two vendors responded. However, one vendor submitted a proposal contingent upon being awarded the Jail food service contract. Since they were not awarded that contract, their proposal could not be considered.

Billing for food services is based on "cost per meal". The total annual cost will be based on the actual number of meals and snacks served in 2013. Aramark was the successful applicant with a \$3.844 cost per meal and \$.50 cost per snack. Meals will be made on-site at the Rock County Jail and delivered to YSC.

Human Services Department staff did review the proposal from Aramark for both qualifications and cost. Aramark has significant expertise and experience in delivering high quality, cost effective food service operations. Aramark is the current provider of food services to YSC. This will be a one-year contract with the option to renew for up to four additional one-year periods.

COUNTY OF ROCK

PURCHASING DIVISION



**PROPOSAL SUMMARY FORM**

PROJECT: CONTRACTED FOOD SERVICES  
 PROJECT #: 2013-09  
 PROPOSAL DUE DATE: OCTOBER 18, 2012 – NOON  
 DEPARTMENT: HUMAN SERVICES – YOUTH SERVICES CENTER

	<b>ARAMARK DOWNERS GROVE IL</b>
COST PER MEAL-BREAKFAST / LUNCH / DINNER	3.844
COST PER MEAL-SNACK	.50

Request for Proposals was advertised in the Janesville Gazette and on the Internet. Seven additional vendors were solicited that did not respond. One vendor submitted a Proposal contingent upon being awarded the Jail food service contract. Since they were not awarded that contract, their Proposal could not be considered.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: ARAMARK FOOD SERVICES

*Charmian J. Hyde*  
 SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

GOVERNING COMMITTEE APPROVAL:  
*Brian Knudson*  
 CHAIR \_\_\_\_\_ VOTE \_\_\_\_\_ DATE 12-12-12

PURCHASING PROCEDURAL ENDORSEMENT:  
*Maureen*  
 CHAIR \_\_\_\_\_ VOTE 4-0 DATE 12-13-12