

**RESOLUTION**

**ROCK COUNTY BOARD OF SUPERVISORS**

Katherine Luster, Brian Knudson  
INITIATED BY



11/17/2023  
DATE DRAFTED

**Awarding Contract for Catering Services for Rock County Aging Unit Nutrition Program**

**WHEREAS**, Rock County provides approximately 65,500 meals annually to older adults through the Nutrition Program’s five congregate meal sites and the home delivered meal service; and,

**WHEREAS**, Rock County contracts for the preparation and delivery of congregate and home delivered meals provided through the Elderly Nutrition Program; and,

**WHEREAS**, the Rock County Purchasing Division did advertise and solicit Proposals from food service providers for catering services for 2024 through 2026 with options for renewal in 2027 and 2028; and,

**WHEREAS**, Purchasing and Aging Unit staff reviewed the proposal received from Kandu Catering & Rentals of Janesville, Wisconsin and determined it was a responsive and responsible proposal which meets the requirements of the County; and,

**WHEREAS**, Kandu Catering & Rentals set forth in the Request for Proposal #2023-22 the rates of \$7.38 per meal for 2024, \$7.68 per meal for 2025 and \$8.00 per meal for 2026, and \$8.93 per special meal for 2024, 2025, and 2026; and,

**WHEREAS**, the total 2024 estimated cost of these services is \$491,612; and,

**WHEREAS**, sufficient funds are included in the 2024 HSD Adopted Budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this 14th day of December, 2023, that a contract for the Nutrition Program Food Preparation and Delivery be awarded to Kandu Catering & Rentals of Janesville, Wisconsin under the terms and conditions set forth in Request for Proposal #2023-22 The contract also allows for two one-year contract extensions (2027 & 2028) at a cost not to exceed the CPI.

FISCAL NOTE:

Sufficient funds were included in the 2024 budget for this contract. The contract is being funded with federal grant revenue, contributions and tax levy.

Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to Wis. Stat. §§ 59.01 & 59.51. Pursuant to Wis. Stat. § 59.52(29) and RCCO § 2.224, the purchase of public works, supplies, or non-professional services over \$25,000 must be awarded to the lowest, responsible bidder. Pursuant to RCCO § 2.221, purchases over \$100,000 must be approved by the Board of Supervisors by resolution.

Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith  
County Administrator

**Committee Action**

**Human Services Board**

Human Services Board recommended this resolution for approval by a unanimous voice vote. Supervisor Knudson and Citizen Representative Weaver-Landers were absent.