

Exhibit "A"

Exemption of Food Products and Kitchen Supplies
from Competitive Bidding Requirements

Several County departments purchase food products and kitchen supplies in order to fulfill their missions. Such departments include the Sheriff, for the Jails, the Probation Department for the Juvenile Treatment Centers, the Health Services Department for the Psychiatric Health Facility (PHF), and the Human Services Department for its Aging programs. These facilities range in size and the requirements for the population served vary from facility to facility. For example, PHF has a much smaller population than the jail. Food for the PHF must be purchased in much smaller quantities to avoid spoilage and to provide for menu variety. Some of the large vendors are not able to supply quantities small enough to be practical for the PHF. The senior nutrition programs, jails, and juvenile treatment facilities all have different nutritional requirements, and each kitchen staff shops in accordance with these requirements.

Each food vendor provides a varying level of service. Some vendors deliver and put away the food, other vendors make delivery on the dock and kitchen staff puts away the food. Some vendors are able to accept order revisions at the last minute, while others may need to make separate deliveries when orders are placed after a specified cut-off time. Some vendors are able to deliver more frequently than others. In addition, case counts and product selection vary by vendor, and the products offered by a particular vendor can change monthly, which in turn can affect a kitchen's order. Because of the diversity in specific needs, the competitive bid process has not yielded results that meet all affected departments' needs. Furthermore, kitchen staff have indicated that a process requiring them to obtain specific product quotes for each order is time consuming and complicated, and difficult to document and verify.

In order to balance administrative effort and service needs with cost savings, it is recommended that contracts be negotiated individually in order to obtain for the County the best combination of service, product selection and price that meets the needs of each facility.