

**MEMORANDUM**  
**COUNTY OF PLACER**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager

DATE: June 17, 2014

SUBJECT: Approve the Award of Competitive Request for Qualifications No. 10348 for Prepared Food for Staff Dining and Adopt a List of Qualified Firms

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**ACTION REQUESTED**

1. Approve the award of competitive Request for Qualifications No. 10348 for prepared food for staff dining and adopt a list of qualified firms effective for a three-year period of July 1, 2014 through June 30, 2017;
2. Approve the award of blanket purchase orders with The Pita Pit of Roseville, CA, Subway of Rocklin, CA, Quiznos Subs of Lincoln, CA, The Sandwich Spot of Roseville, CA and TOGO's of Roseville, CA in the maximum aggregate amount of \$225,000 funded by the Sheriff's Office FY2014-15 proposed budget with no new net County cost, for the period of July 1, 2014 through June 30, 2015;
3. Approve the option to renew the resulting blanket purchase orders for two additional one-year periods provided that each renewal does not exceed 10 percent in aggregate of the recommended award of \$225,000; and
4. Authorize the Purchasing Manager to sign the related blanket purchase orders and transfer funds between the blanket purchase orders as needed.

**BACKGROUND**

During the past several years, the Sheriff's Office has utilized the services of Placer County's Central Kitchen to prepare meals and provide meal service to fixed post staff assigned to the Auburn Detention Facility. The Central Kitchen currently uses a "buffet" style approach to serve food for staff dining. The Sheriff's Office has determined that it may be more beneficial to purchase prepared boxed meals from the local community because more efficient control measures are possible with this food service approach. The most effective way to implement these services requested by the Sheriff's Office is by soliciting Request for Qualifications from qualified firms.

The Procurement Services Division developed Request for Qualifications (RFQ) No. 10348 to establish a list of qualified firms to prepare quality boxed lunch and dinner foods for fixed post staff who are required to stay on duty for lengthy periods of time. The list will cover the South Placer Detention Facility as well as the Auburn Detention Facility.

These services will include the preparation, containment and delivery of preordered menu items from the qualified vendor list. The prepared food will be stored and refrigerated at the detention facilities until staff is able to consume their selected menu choice at a time which is convenient for the individual. Thirty-four firms were invited to participate in the RFQ via Public Purchase, by e-mail and posted on the County's website. Thirty-nine firms reviewed the RFQ and formal responses were received from seven firms.

An evaluation panel rated the responses in accordance with the evaluation criteria contained in the RFQ which involved inviting all responding vendors to present their proposed menu items for sampling and inspecting. The final list is based on a natural break occurring in the ranking of the firms. The qualified list is based strictly on the requirements and criteria of RFQ 10348 and do not in any way reflect the County's judgment of the responding firms' capabilities to perform work outside of this specific RFQ. A summary of the proposed firms for the qualified list is illustrated in Attachment A.

The Sheriff's Office has requested that blanket purchase orders (BPOs) be awarded to The Pita Pit of Roseville, CA, Subway of Rocklin, CA, Quiznos Subs of Lincoln, CA, The Sandwich Spot of Roseville, CA and TOGO's of Roseville, CA. The new BPOs will be effective for the period July 1, 2014 through June 30, 2015 in the maximum aggregate amount of \$225,000.

Therefore, your Board's approval is required to ratify the panel's recommendation to list the top rated firms and adopt a qualified list for Prepared Food for Staff Dining effective for approximately three years from July 1, 2014 through June 30, 2017. Your Board's approval is also required to proceed with BPOs in the maximum aggregate amount of \$225,000 and to authorize the Purchasing Manager to sign the resulting BPOs and transfer funds as between them as needed.

#### **FISCAL IMPACT**

Upon your Board's approval, new BPOs will be awarded to The Pita Pit of Roseville, CA, Subway of Rocklin, CA, Quiznos Subs of Lincoln, CA, The Sandwich Spot of Roseville, CA, and TOGO's of Roseville, CA in the maximum aggregate amount of \$ 225,000 for the period of July 1, 2014 to June 30, 2015. The Sheriff's Office has sufficient funding in the proposed FY2014-15 budget to support these requested BPOs. Funds are not encumbered until services are rendered against the BPOs.

Attachment A: Qualified List

cc: Judy LaPorte, Administrative Services Manager – Sheriff's Office

**ATTACHMENT A  
QUALIFIED LIST  
PREPARED FOOD FOR STAFF DINING**

<u>NAME OF FIRM</u>	<u>CONTACT PERSON</u>
The Pita Pit 1485 Eureka Rd. Unit No. 160 Roseville, CA 95678	Debbie Gonzalez
	Phone: 916-844-8717
	Fax: 916-783-7520
	Email: <a href="mailto:debbiegonzalez2005@yahoo.com">debbiegonzalez2005@yahoo.com</a>
Subway, dba: Chauhan Enterprises, Inc. 6661 Stanford Ranch Rd. Ste I Rocklin, CA 95677	Chad Chauhan
	Phone: 916-630-1355
	Fax:
	Email: <a href="mailto:Subway26488@gmail.com">Subway26488@gmail.com</a>
Quiznos Subs, dba: Shahsavari Enterprises, Inc. 1600 Midford Ln. Lincoln, CA 95648	Ashkan Shahsavari
	Phone: 916-230-8255
	Fax:
	Email: <a href="mailto:ash.shahsavari@gmail.com">ash.shahsavari@gmail.com</a>
The Sandwich Spot, Roseville 1010 Pleasant Grove Blvd. Ste 130 Roseville, CA 95661	Charisse Almassy
	Phone: 916-787-1010
	Fax: 916-787-1014
	Email: <a href="mailto:thesandwichspotroseville@gmail.com">thesandwichspotroseville@gmail.com</a>
TOGO's, dba: Turovitz Inc. 5098 Foothills Blvd. Ste 2 Roseville, CA 95747	Jon Turovitz
	Phone: 916-521-1161
	Fax: 916-729-0500
	Email: <a href="mailto:jt797ace@hotmail.com">jt797ace@hotmail.com</a>

