

# Agenda Report

July 10, 2023

**TO:** Honorable Mayor and City Council

**FROM:** Police Department

**SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT TO PROVIDE INMATE MEALS FOR THE PASADENA CITY JAIL**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the project proposed herein is exempt under the California Environmental Quality Act (CEQA) Guidelines Section 15061 (b)(3), the general rule that CEQA applies only to projects that may have an effect on the environment;
2. Authorize the issuance of a five-year contract with the Los Angeles County Sheriff's Department, without competitive bidding pursuant to City Charter Section 1002(H), contracts with other governmental entities or their contractors for labor, materials, supplies or services in an amount not-to-exceed \$125,000; and
3. Grant the proposed contract an exemption for the competitive selection process of the Competitive Bidding and Purchasing Ordinance, pursuant to Pasadena Municipal Code Section 4.08.049(B), contracts with other governmental agencies and contracts for which the City's best interests are served.

## **BACKGROUND:**

The Pasadena City Jail books, houses and provides meals to approximately 4,500 inmates annually. Title 15 of the California Code of Regulations, "Minimum Standards for Local Detention Facilities", requires that each inmate be provided at least three meals a day that meet the nutritional and caloric requirements established by the Food and Nutrition Board of the National Research Council.

In 2009, the Los Angeles County Sheriff's Department, who had been providing inmate food services to all Los Angeles County jails, substations, and court facilities, began offering its inmate meal services to local City jails.

Since 2011, the City of Pasadena has contracted with the Los Angeles County Sheriff's Department to provide inmate meal services that meet nutritional requirements in keeping with Title 15 of the California Code of Regulations, "minimum Standards for Local Detention Facilities", and complies with standards set forth by the Institute of Medicine of the National Academies, the California Daily Food Guide, and Dietary Guidelines for Americans.

The service continues to benefit the City of Pasadena jail facility as the Los Angeles County Sheriff's Department employs a licensed dietician to ensure that pre-packaged meals provide the nutritional and caloric guidelines required by law. The service allows the jail administrator to pre-select menu items, advance plan for quantity of meal orders, schedule deliveries and secure a price per meal rate for up to five years. The service can also be called upon to facilitate emergency meals for City employees during crisis/disaster events. The food service program has routinely passed stringent Board of State and Community Corrections inspections.

As proposed, the Los Angeles County Sheriff's Department will prepare and deliver pre-packaged meals each week at a cost of \$3.20 per meal for a period of five years. These meals are all-inclusive, consisting of milk, fruit and plasticware for each meal. The meals will include one cold and two hot meals per day. The current contract expired June 30, 2023; however, the Sheriff's Department continues to provide services anticipating Council approval of the proposed contract.

The meal service program has proven to be reliable since 2011, and it would be in the City's best interest to enter into a contract with the Los Angeles County Sheriff's Department to provide inmate meals for the Pasadena City Jail.

#### **COUNCIL POLICY CONSIDERATION:**

The proposed action is consistent with the City Council's Strategic Planning Goal to maintain fiscal responsibility and ensure public safety.

#### **ENVIRONMENTAL ANALYSIS:**

The proposed contract has been determined to be exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b)(3), the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Such is the case with the proposed contract authorization for inmate meals. No physical changes to the environment will result from the proposed contract authorization.

**FISCAL IMPACT:**

The total cost of this action is \$125,000 over a five-year term or approximately \$25,000 per year for five years. Funding for this action will be addressed by the utilization of existing and future budgeted appropriations in the Police Department's Jail account (10133016-811400). There are no indirect or support costs for this purchase.

Respectfully Submitted,



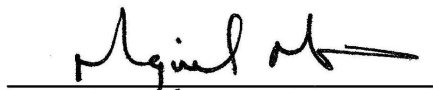
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