

**LARIMER COUNTY REQUEST FOR PROPOSAL  
#P16-09 CORRECTIONAL FACILITY CONTRACT FOOD SERVICES**

**LARIMER COUNTY SHERIFF'S OFFICE JAIL DIVISION AND  
LARIMER COUNTY CRIMINAL JUSTICE SERVICES DEPARTMENT**

**MONDAY, JULY 11<sup>TH</sup>, 2016 2:00 P.M.**

Proposals to consider contracting for food services for the Larimer County Sheriff's Office Jail Division and Larimer County Criminal Justice Services Department were accepted on Monday, July 11<sup>th</sup>, 2016 at 2:00 p.m. in the Purchasing Department. Proposals were accepted by Les Brown, Purchasing Agent, and recorded by Sarah Brightman, Purchasing Agent. The following proposals were received:

Summit Food Service Management  
Aramark Correctional Services, LLC  
Trinity Services Group, Inc.

No decision of award was made pending review and recommendation by the Larimer County Sheriff's Office Jail Division and Larimer County Criminal Justice Services Department.

The Larimer County Sheriff's Office Jail Division and Larimer County Criminal Justice Services Department reviewed the proposals and recommends accepting the proposal from Aramark Correctional Services, LLC as per the attached departmental recommendations.

The Larimer County Purchasing Department concurs with the above recommendations.



Heather L. MacMillan, CPPB  
Purchasing Director



Carol L. Block, Financial Services Director  
For the Board of Larimer County Commissioners



**PURCHASING DEPARTMENT**

200 W. Oak Street, Suite 4000  
Fort Collins, Colorado 80521  
(970) 498-5955  
Fax (970) 498-5959

**TO:** Captain Tim Palmer  
Lieutenant Staci Shaffer

**FROM:** Les Brown, Purchasing Agent

**DATE:** July 7<sup>th</sup>, 2016

**SUBJECT:** P16-09, Correctional Facility Contract Food Services

Transmitted for your review and recommendation, are the proposals received to consider contracting for food services for the Larimer County Sheriff's Office Jail Division and Larimer County Criminal Justice Services. Please fill in this form and return it to me via interoffice mail or fax.

The following criteria must be used to evaluate the proposals:

1. Food Preparation Procedure
2. Company Background Experience and Stability
3. Program Personnel
4. Security Safety and Sanitation Procedures
5. Emergency Contingency Plan
6. Cost

This document will be considered a public record and open to inspection. The individual committee score sheets, comment sheets, and other evaluation notes are DELIBERATIVE PROCESS records and not public records. Please keep these documents in your files.

Explain why you want to award the work to a particular vendor and the dollar amount of the award:

Three (3) proposals were received in response to this Request for Proposal. Each member of the Evaluation Committee individually evaluated and scored each proposal. After reviewing the Scoring Matrix (attached) the Evaluation Committee decided to interview the highest-scored vendor, Aramark Correctional Services, LLC. The Evaluation Team requested a Best and Final Offer (BAFO), at the close of the interview. After reviewing the BAFO, the Evaluation Committee unanimously decided to award to Aramark Correctional Services, LLC.

**THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD**

  
DEPARTMENT HEAD SIGNATURE

Sheriff's Office-Jail  
DEPARTMENT

08-10-2016  
DATE

Thank you.



**TO:** Gary Darling, Director of Criminal Justice  
Laurie Stolen, Alternative Sentencing Director

**FROM:** Les Brown, Purchasing Agent

**DATE:** July 7<sup>th</sup>, 2016

**SUBJECT:** P16-09, Correctional Facility Contract Food Services

Transmitted for your review and recommendation, are the proposals received to consider contracting for food services for the Larimer County Sheriff's Office Jail Division and Larimer County Criminal Justice Services. Please fill in this form and return it to me via interoffice mail or fax.

The following criteria must be used to evaluate the proposals:

1. Food Preparation Procedure
2. Company Background Experience and Stability
3. Program Personnel
4. Security Safety and Sanitation Procedures
5. Emergency Contingency Plan
6. Cost

This document will be considered a public record and open to inspection. The individual committee score sheets, comment sheets, and other evaluation notes are DELIBERATIVE PROCESS records and not public records. Please keep these documents in your files.

Explain why you want to award the work to a particular vendor and the dollar amount of the award:

Three (3) proposals were received in response to this Request for Proposal. Each member of the Evaluation Committee individually evaluated and scored each proposal. After reviewing the Scoring Matrix (attached) the Evaluation Committee decided to interview the highest-scored vendor, Aramark Correctional Services, LLC. The Evaluation Team requested a Best and Final Offer (BAFO), at the close of the interview. After reviewing the BAFO, the Evaluation Committee unanimously decided to award to Aramark Correctional Services, LLC.

**THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD**

  
DEPARTMENT HEAD SIGNATURE

  
DEPARTMENT

  
DATE

Thank you.

**P16-09 Correctional Facility Contract Food Services  
Scoring Matrix**

<b>COMPANY:</b>	<b>Aramark Correctional Services, LLC</b>	<b>Summit Food Service Management</b>	<b>Trinity Services Group, Inc.</b>
<b>EVALUATORS</b>			
<b>#1</b>	295	205	175
<b>#2</b>	285	275	245
<b>#3</b>	288	264	217
<b>TOTALS</b>	<b>868</b>	<b>744</b>	<b>637</b>