



Pinellas County

Staff Report

File #: 19-1184A, **Version:** 1

Subject:

Ratification of the County Administrator's approval of the award of bid to Port A Pit, Inc. for emergency food services.

Recommended Action:

Ratify, confirm and enter into the minutes, the award of bid for requirements of emergency food services with Port A Pit, Inc. (Port A Pit).

- This contract is for food services required during emergency activations
- Award is recommended to the lowest, responsive, responsible bidder, Port A Pit, in the estimated amount of \$300,000.00 for a sixty-month term. The estimated expenditure is based on food expenses incurred during the last emergency activation. As this contract has a sixty-month term, expenditure adjustments may be necessary during the contract term.
- The contract will provide hot meals at the County Emergency Operations Center, the Public Works Emergency Facility and the Utilities Department South Building. Employees working off site will be provided box breakfasts, lunches and dinners.

Contract No. 178-0447-B(JA) in the amount of \$300,000.00 for a term of sixty months, on the basis of being the lowest responsive, responsible bid meeting specifications.

Strategic Plan:

Ensure Public Health, Safety, and Welfare

2.1 Provide planning, coordination, prevention, and protective services to ensure a safe and secure community

Deliver First Class Services to the Public and Our Customers

5.3 Ensure effective and efficient delivery of county services and support

Summary:

This contract provides for comprehensive emergency food services, as and when required, for use by all County departments in the event of an emergency activation.

Several factors necessitated the need for this contract, including but not limited to new regulations from the Federal Emergency Management Agency (FEMA) pertaining to funding reimbursement (must have a competitively procured contract) and the need demonstrated from the last emergency activation September 2017.

In an effort to ensure a contract would be available for use in the event of a storm, the County Administrator approved the award with Port A Pit on July 2, 2019 with a \$300,000.00 upset limit. The Board of County Commissioners is requested to ratify, confirm and enter into the minutes the County

Administrator's award of this contract.

Background Information:

The Purchasing Department released an invitation to bid on February 22, 2019 resulting in proposals from two (2) firms with recommendation for award to the lowest, responsive, responsible firm Port A Pit.

Fiscal Impact:

Actual expenditure is contingent based upon services required during an emergency event.

The Hurricane Irma food services activation was approximately \$300,000.00, providing a basis for the requested upset limit.

Emergency food services are eligible for reimbursement through a FEMA Public Assistance Grant, with the actual amount of reimbursement to be determined after the event.

Staff Member Responsible:

Cathie Perkins, Director, Emergency Management
Joe Lauro, Director, Purchasing

Partners:

N/A

Attachments:

Staff Report and Agreement