



Pinellas County

Staff Report

File #: 19-558D, **Version:** 1

Subject:

Award of bid to Port A Pit, Inc. for emergency food services.

Recommended Action:

Approval by the County Administrator of the rejection of bid from Banquet Masters, Inc. on the basis of being non-responsive for not meeting insurance requirements.

Approval and execution of the Agreement by the County Administrator with Port A Pit, Inc. for emergency food services.

- This contract is for food services required during emergency activations.
- Due to the nature of this contract, the requirement to have it in force and the time it has taken to date to facilitate and implement, the County Administrator is requested to award this contract with Board of County Commissioner ratification at the August 6, 2019 meeting.
- Award is recommended to the lowest, responsive, responsible bidder Port A Pit Inc. 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.

Contingency Contract No. 178-0447-B(JA) in the amount of \$300,000.00 for a sixty-month term, 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:

The Emergency Management Department requests award of this contract for emergency food services to be utilized in the event of an emergency activation due to a catastrophic event. The bid from Banquet Masters was deemed non-responsive for not meeting insurance requirements. The contract has provision for one (1) price adjustment per the Consumer Price Index after the first twenty-four months of the contract term.

Background/Explanation:

During the last emergency activation in 2017, the decision was made to implement a food services contract for use during future partial or full activations due to catastrophic events. This contract will provide hot meals at the County Operations Center, the Public Works Emergency Building, and the Utilities Department South Building. For employees working off-site, box breakfasts, lunches and dinners will be provided.

As we are currently in hurricane season, staff requests the County Administrator award this contract with ratification by the Board of County Commissioners at the August 6, 2019 meeting.

Fiscal Impact:

As this is a contingency contract, funds have not been specifically budgeted; based on food expenditures during the last activation, an initial amount of \$300,000.00 is requested

Estimated expenditure not to exceed: \$300,000.00

Funds will be derived from contingency reserves. A portion of the costs incurred may be offset with reimbursement from the Federal Emergency Management Agency.

Delegated Authority:

Authority for the County Administrator to approve and execute this Agreement is granted under Code Section 2-188(b).

Staff Member Responsible:

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

Partners:

N/A

Attachments:

Agreement