



# ALPENA COUNTY SHERIFF'S OFFICE

Sheriff Steven J. Kieliszewski  
320 Johnson Street • Alpena, Michigan 49707  
Phone: (989) 354-9830 • Fax: (989) 354-9868

#3

Date: September 18, 2019  
To: Alpena County Board of Commissioners  
From: Scott Gagnon Jail Administrator  
Reference: Recommendation for inmate food service 5 year contract

The Alpena County Sheriff's Office received 5 bids for inmate food service. Bids came from Waho's Country Catering (current provider), Canteen Services, Kellwell, Summit and Trinity. Bids were required to provide a 5 year contract, list how they can fulfill the needs of the facility, maintain qualified and trained staff, provide a 30 day menu, have said menu reviewed by a dietitian, outline special diet menu modifications, supply sufficient information on the project requirements, provide for a minimum 2500 calorie per day menu and indicate a price per meal.

Attached to this memorandum is a proposal breakdown on how each bidder met or did not meet the request for proposal along with a price per meal based on 58 inmates.

The Alpena County Sheriff's Office is recommending that we accept the bid from Canteen Services at a price per meal of \$2.55. Additional factors that were considered with this recommendation are as follows. Canteen services practices a knife free kitchen. This promotes safety for the staff and inmates alike. They have an on staff dietitian to ensure all menus and substitutions meet established caloric requirements. Canteen services has structured inspection requirements that happen daily, weekly, monthly and quarterly. Inmate workers will also be trained in the kitchen with opportunity to become Serve Safe certified which will help them be employed once released from custody.

Accepting bids during the September meeting will allow for us to budget for next year as well as give notice to our current inmate meal provided that our contract will not be renewed.

	Waho's	Canteen	Kellwell	Summit	Trinity
<b>Bid specification</b>					
5 year contract	Yes	Yes	Yes	Yes	Yes
Able to fulfill needs	Yes	Yes	Yes	Yes	Yes
Qualified/trained staff	Not indicated	Yes	Yes	Yes	Yes
30 day menu	Yes	Yes	Yes	Yes	Yes
Menu reviewed by dietitian	Not current	Yes	Yes	Yes	Yes
Special diet menus for modifications	No	Dietitian on staff	Dietitian on staff	Dietitian on staff	Dietitian on staff
Sufficient info on project requirements	No	Yes	Yes	Yes	Yes
Minimum 2500 calories	No/ 2000	Yes	Yes	Yes	Yes
Price per meal 58 inmates	<b>\$2.50</b>	<b>\$2.55</b>	<b>\$2.86</b>	<b>\$3.60</b>	<b>\$3.05</b>

**Notes:**

**Kellwell** (6-8 inmate workers) not feasible

**Trinity** offering \$60,000 for captitol equipment for existing or new jail.

**Trinity/Kellwell/Summit** all offer services or sales to inmates and staff to generate revenue. (special meal options) No amount provided.

**Canteen** will train inmates to become Serve Safe certified

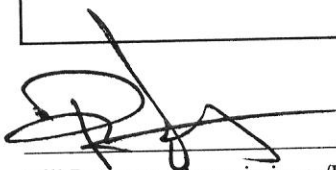
**SEALED BIDS  
for  
SHERIFF'S OFFICE  
Jail Food Service Contract**

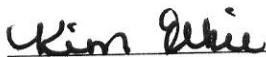
**Wednesday, September 11, 2019 at 10:30 a.m.**  
Alpena County has the right to accept or reject any and all bids.

Commissioners present: Bill Peterson

Others present: Sgt. Scott Gagnon, Stan Wahoski, Kim Elkie

Business Name	Amount of Bid
Trinity Services	\$3.05 per meal (55-59 inmates)
Summit Food Service	\$3.887 per meal (52-56 inmates); \$3.60 per meal (57-61 inmates)
Kellwell Food Management	\$2.8651 per meal (55-64 inmates) and \$3.3184 per meal (45-54 inmates)
Waho's County Catering	\$2.50 per meal, \$1.50 per diabetic snack
Canteen Services Corrections	\$2.55 per meal

 9-12-19  
Bill Peterson, Commissioner/Finance Chair  
Alpena County Board of Commissioners

 9-12-19  
Kim Elkie, Administrative Assistant  
Alpena County Board of Commissioners