

TIMOTHY B. HOWARD  
SHERIFF

MARK N. WIPPERMAN  
UNDERSHERIFF



## SHERIFF OF ERIE COUNTY

### ADMINISTRATIVE OFFICES

10 DELAWARE AVENUE  
BUFFALO, NEW YORK 14202-3913  
(716) 858-7618  
FAX: (716) 858-7680

### POLICE SERVICES

45 ELM STREET  
BUFFALO, NEW YORK 14203  
(716) 858-7618  
FAX: (716) 858-3277  
WEBSITE: <http://www.erie.gov/sheriff>

May 3, 2018

The Honorable  
Erie County Legislature  
92 Franklin Street  
Buffalo, New York 14202

Re: Award Food Administration Services for Jail Management Facilities (RFP #1801 VF)  
**Immediate Consideration**

Dear Honorable Members:

The attached resolution requests authorization to award Trinity Services Group, Inc. RFP #1801 VF for food services for the Erie County Holding Center and Correctional Facility.

Representatives from the Sheriff's Office will be available to answer any questions.

Very truly yours,

TIMOTHY B. HOWARD  
SHERIFF OF ERIE COUNTY

Attachments

## ACCOMPANYING MEMORANDUM

Re: Award Food Administration Services for Jail Management Facilities (RFP #1801 VF)  
**Immediate Consideration**

I. Summary of Recommended Action

The attached resolution has been requested by the Sheriff's Office seeking authorization to award the contract for RFP #1801 VF for Jail Management Division food service at the holding center and the correctional facility.

II. Fiscal Implications of Proposal

This resolution seeks approval to accept RFP and award a contract to Trinity Services Group Inc., 477 Commerce Blvd, Oldsmar Florida 34677.

III. Reasons for Recommendation

The Erie County Sheriff's Office needs authorization to award RFP #1801 VF and enter into a 3-year contract with the option to renew in one year increments with Trinity Services Group, Inc., 477 Commerce Boulevard, Oldsmar, Florida 34677, to manage and operate the holding center and the correctional facility's kitchens. This contract will lower per meal costs, improve the efficiency of kitchen operations and develop more training opportunities for inmates selected for "kitchen detail." After a local, state and nationwide search process, Trinity Services, which has a 30-year track record of operating jail and prison food services, was the only company to meet all the criteria set forth in the RFP.

IV. Consequences of Negative Action

Failure to approve this request will prevent the Sheriff's Office from awarding the RFP.

V. Steps Following Approval of Measure

Certified copies of this resolution will be forwarded to the County Executive, County Attorney, Division of Budget and Management, Erie County Comptroller, Division of Purchase and the Sheriff's Office for implementation.

## PROPOSED RESOLUTION

Re: Award Food Administration Services for Jail Management Facilities (RFP #1801 VF)  
**Immediate Consideration**

WHEREAS, currently the Erie County Sheriff's Office provides food services for inmates at the holding center and the correctional facility; and

WHEREAS, the Sheriff's Jail Management Division has identified areas where improved food services operations could be achieved while saving taxpayer funds; and

WHEREAS, in an effort to save taxpayer dollars while improving food service to inmates, the Sheriff's Office solicited requests for proposals from multiple food service companies; and

WHEREAS, The Sheriff's Office currently budgets \$3,100,000.00 per year for food services and, through the RFP process, selected a company that can save the county a projected \$200,000.00 per year; and

WHEREAS, the RFP stipulates the food service company must comply with all NYSCOC minimum standards and coordinate meal plans with the state's registered dietician; and

WHEREAS, the food service provider is responsible to prepare all religious and cultural sensitive meals; and

WHEREAS, Trinity Services Group (Trinity) has a 30-year track record of providing food services in jails, prisons, and detention facilities in thirty-five states and Puerto Rico including three New York State facilities; and

WHEREAS, the group will provide a larger variety of freshly prepared meals as opposed to meals of convenience which are currently prepared in the facilities; and

WHEREAS, these meals will provide greater nutrition and food group balance to inmates; and

WHEREAS, the company will offer a voluntary and optional enhanced menu service which enables inmates to purchase meals/food at a lower cost instead of inmates purchasing "junk food" from a vending machine; and

WHEREAS, Trinity will be responsible for hiring and training employees as well as complying with federal, state, and local labor, health, and security laws and regulations; and

WHEREAS, Trinity has trained over 10,000 inmates through its *Work, Feed, Succeed* training program which offers pre-screened inmates specific and usable skill training as well as a "ServSafe" certificate which can be used when applying for openings in the food industry; and

WHEREAS, the company will implement that same inmate training program at both county facilities; and

WHEREAS, the Sheriff's Office collaborated with the Teamsters Union in this effort; and

WHEREAS, all parties agreed the current food service employees would be provided an opportunity to apply for employment, at competitive wages and benefits, with the new company or transition to the maintenance department which is responsible for cleaning and maintaining the facilities outside the kitchens; and

WHEREAS, the Sheriff's Office role in securing the facility during shift changes, product delivery, and inmate trustee work details does not change; and

WHEREAS, Trinity has existing relationships with local vendors and has indicated it will continue to utilize local vendors for dairy, vegetables, and bakery products when possible; and

WHEREAS, the company will establish a \$100,000.00 equipment fund to replace aging equipment and at no cost to the county taxpayers.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Sheriff's Office is hereby authorized to award RFP #1801 VF to Trinity Services Group, Inc., 477 Commerce Boulevard, Oldsmar Florida 34677, for inmate food services; and be it further

RESOLVED, that authorization is granted to the County Executive and the Erie County Sheriff's Office, by the Erie County Legislature, to enter into a three (3) year agreement with Trinity Services Group for inmate food services with an option to renew in one year increments; and be it further

RESOLVED, the agreement states there will be a ninety day (90) termination clause whereas either the County or the awarded vendor can cancel the contract with a written notice 90-days prior to renewal and written notice should be directed to the Sheriff and to a designated representative of the vendor; and be it further

RESOLVED, certified copies of this resolution will be forwarded to the County Executive, County Attorney, Division of Budget and Management, Erie County Comptroller, Division of Purchase and the Sheriff's Office for implementation.