

**Central Falls Detention Facility Corporation Meeting Minutes
Special Meeting
Wednesday, September 5, 2012
Wyatt Detention Facility Training Building
935 High Street
Central Falls, RI 02863
5:30 P.M.
TDD/TTY 401-727-7450**

A meeting of the Central Falls Detention Facility Corporation was held on the above date in the Training Building at 5:30p.m.

- 1) Call to order / Roll Call – 5:34 p.m.
Members present: Director Romanowicz, Director St. Pierre, Director Tillinghast, and Chairman Hartford

Absent: Director Adamo

- 2) Approval of new food service contract
Chairman Hartford stated that at the last meeting, the Board requested additional information in regards to the RFP process for the food services contract. Lea Ann Maupin provided additional information to the Board as to the selection committee's recommendation. She provided the committee with scoring sheets.

Director Tillinghast asked whether the documents were confidential. He pointed out that, based on the letter that the Board members received from Trinity, they had received a copy of it. Attorney Lynch-Gadaleta said that the facility was in the process of gathering the documents that Trinity requested. She responded that there would have to be conversation as to whether that document (scoring sheets) would be released with the pending litigation.

Director Tillinghast asked for clarification as to the apparent difference of opinion between what the selection committee has described and what Trinity's Attorney believes is the "low cost" meal. Karen Casey, Accounting Manager, and a member of the selection committee said that the bid called for a heart-healthy menu. Aramark's heart-healthy meal was fourteen (14) cents cheaper than Trinity's heart healthy meal. Lea Ann Maupin, Project Specialist added that the bid called for a heart-healthy menu. Trinity's meal that they are comparing to Aramark's heart-healthy meal is an economy meal. Director St. Pierre expressed concern that the Aramark meal that he was looking at did not explicitly say that it was a heart-healthy meal. Ms. Maupin explained that there was a dietician's certification included in the bid. Attorney Lynch-Gadaleta asked for clarity as to what the bid called for in a heart-healthy meal. Ms. Maupin read the specific wording from the bid.

Director Tillinghast asked what the minimum legal requirement was for detainee meals. Director St. Pierre stated that he'd asked the question at the last meeting. He explained that it was to avoid the different types of meals, such as kosher meals. It serves the majority of the detainee population. Director Tillinghast asked if special meals, such as kosher, are required. Michael Fair, CEO, explained that, according to the dietary laws of the church, it might be required. He clarified by saying that we asked for the heart-healthy menu in the middle of the contract with Trinity because of the variety of diets that were being requested. It saved us money and eased the process of distributing the meals to the

detainee populations. We serve heart-healthy meals now. That's what we were bidding. It's a standard that the industry knows, and it's what the facility wanted.

Attorney Lynch-Gadaleta summarized that the RFP specifically went out for a heart-healthy meal. The comparison in which Trinity's bid was lower did not compare the heart-healthy to the heart-healthy. When we compare the heart-healthy to the heart-healthy, Aramark's bid was lower. Mr. Fair added that the economy may have been one hundred thousand dollars less, but by the time we made all the adjustments for low-sodium, kosher, and all the other types of meals, that savings would never have been realized and we'd have likely spent more.

Chairman Hartford asked that Ms. Maupin introduce the selection committee so that their presence at the meeting could be reflected on the record. The three member panel consisted of Deputy Warden Timothy Tapley, Programs Director Jean Singleton, , and Karen Casey, Accounting Manager. Ms. Maupin explained her role in the process. She wrote the bid, distributed the information, oversaw the entire process, facilitated the tour and the bidders' conference, collected the bids, opened the bids, and tallied the score sheets. Chairman Hartford asked her to reaffirm that the scoring sheet provided a comparison of heart-healthy to heart-healthy. Ms. Maupin confirmed.

Director St. Pierre asked for confirmation that the equipment accrual had been included in the bid because he did not see the inclusion in the Aramark bid, but he did see it in the Trinity bid. Ms. Maupin confirmed and explained that it was in another section of the bid that the Board had not received. Director St. Pierre requested a copy of that information.

Chairman Hartford asked about the total cost of the new contract versus the existing contract on a per meal basis. Ms. Casey explained that the spreadsheet that the Board members had provided this information based on three meals a day (per detainee), but she did not have a per meal breakdown available at the moment. Ms. Casey added that currently, at a population of 651 and above the cost per meal is \$1.232, at a population of 601 – 650 the meal cost is \$1.265. Chairman Hartford pointed out that both bids were at a lower rate than the current rates. He concurred that based on the data in front of him, it appeared that Aramark's bid was lower. Director Tillinghast started that Aramark's price was lower all the way down to a population of 525.

Chairman Hartford asked how long these rates were good for. Ms. Maupin responded that it was a five-year contract.

Director Tillinghast asked if there were any no-bidders at the conference. Ms. Maupin responded that there were not. Only the two vendors that placed bids were present.

Chairman Hartford entertained a motion to approve the staff recommendation in awarding the food services contract. Director Tillinghast made the motion. Director St. Pierre seconded the motion, but expressed hesitancy, as he had unanswered questions. Before the motion was approved, Attorney Lynch-Gadaleta suggested that the Board go into Executive session to discuss this further and make the motion when they came out. Director Romanowicz expressed an interest in doing this because he had questions about the process. Motion was tabled.

Attorney Lynch-Gadaleta indicated that Attorney Cavanaugh, Trinity's Attorney requested the opportunity to speak, but she informed him that she did not think the Chairman was going to take public comment. Chairman Hartford said that he was not inclined to allow public comment at this time. He said that he was well aware of Trinity's made their feelings known in two letters and that counsel would have to deal with that.

Motion to go into Executive Session was made by Director St. Pierre, seconded by Director Romanowicz. All were in favor. Motion passed.

3) Executive Session pursuant to R.I. General Laws § 42-46-5 for the following purposes:

A. RIGL § 42-46-5(a)(2) litigation – challenge to bid award for food services contract.

Motion to adjourn Executive Session at 6:50pm was made by Director St. Pierre, seconded by Director Romanowicz. All were in favor. Motion passed.

Return to Open Session – 6:50pm

Chairman Hartford reported that the issues pertaining to the potential bid challenge and potential litigation were discussed in Executive Session. The Board did not take any votes or any action in Executive Session.

Board Members voted on the tabled motion made by Director Tillinghast and seconded by Director St. Pierre. All were in favor. Motion passed.

Chairman Hartford pointed out that he was aware that Attorney Cavanaugh wished to be heard. He reiterated that he had the two letters that Trinity had submitted to the Board expressing their views, but he was not going to allow public comment tonight.

4) Adjournment

Motion to adjourn the meeting was made by Director St. Pierre, seconded by Director Tillinghast. All were in favor. Meeting adjourned at 6:52pm.