

**DANE COUNTY
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: Pertl		Resolution No. 2014 RES-427
Vote Required:		Ordinance Amendment No. _____
Majority <input checked="" type="checkbox"/>	Two-Thirds	

Title of Resolution or Ord. Amd.:

AUTHORIZATION TO MAKE PAYMENTS TO U.S. FOODS FOR CONSOLIDATED FOOD SERVICE

Policy Analysis Statement:

Brief Description of Proposal -

The county spends approximately \$1.2 to \$1.5 million on food through its prime food vendor. The county has chosen a new food vendor that offers discounts based on order size and speed of payment. Normal county approval processes for invoice approvals make it difficult to secure these discounts. This resolution provides authorization for the Controller's Office to issue payments directly, following the normal invoice audit process.

Current Policy or Practice -

Payments are approved by the Personnel and Finance Committee and those over \$10,000 are approved by the County Board.

Impact of Adopting Proposal -

Payments would be made based on the authorization provided in this resolution to allow the county to maximize discount opportunities. This will help control the cost of food for meals prepared for the jail, Badger Prairie and the Juvenile Detention facility.

Fiscal Estimate:

Fiscal Effect (check all that apply) -

- No Fiscal Effect
- Results in Revenue Increase
- Results in Expenditure Increase
- Results in Revenue Decrease
- Results in Expenditure Decrease

Budget Effect (check all that apply)

- No Budget Effect
 - Increases Rev. Budget
 - Increases Exp. Budget
 - Decreases Rev. Budget
 - Decreases Exp. Budget
 - Increases Position Authority
 - Decreases Position Authority
- Note: if any budget effect, 2/3 vote is required

Narrative/Assumptions about long range fiscal effect:

If discounts can be maximized, savings could total approximately \$25,000 per year.

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services					County Taxes				
Operating Expenses		\$25,000			Federal				
Contractual Services					State				
Capital					Other				
Total	\$0	\$25,000	\$0	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

None

Prepared By:

Agency: Administration	Division: Consolidated Food Service
Prepared by: Chuck Hicklin	Date: 11/20/14 Phone:
Reviewed by:	Date: Phone: