



BOARD OF SUPERVISORS  
AGENDA LETTER


Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

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Department Name: Sheriff  
Department No.: 032  
For Agenda Of: June 16, 2020  
Placement: Administrative  
Estimated Tme:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

**TO:** Board of Supervisors  
**FROM:** Sheriff's Office Sheriff Bill Brown (Ext. 14290)   
Contact Info: Lieutenant Shawn T. Lammer (Ext. 14186)  
**SUBJECT:** Third Amendment to Agreement with Aramark Corporation for Inmate Commissary Services

**County Counsel Concurrence**

As to form: Yes

Other Concurrence:

Risk Management: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute a Third Amendment to Agreement for Services with Aramark Corporation for inmate commissary services to extend the term on a month-to-month basis not to exceed 90-days and expiring on September 30, 2020, in an amount not to exceed \$135,000; and
- b) Determine that the above actions are government fiscal activities or funding mechanisms which do not involve any commitment to any specific project which may result in a potentially significant impact on the environment, and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA guidelines.

**Summary Text:**

Aramark Corporation currently provides commissary services to the inmate population housed at the Sheriff's Santa Barbara Main Jail. On January 14, 2020, the County of Santa Barbara released a request for proposal for correctional commissary services for both the Main Jail and the Northern Branch Jail (NBJ). Due to fluctuating opening date of the NBJ, this third extension allows for the Sheriff's Office to provide commissary services in the Main Jail until a new agreement is attained for commissary services.

**Background:**

On May 17, 2016, the Sheriff's Office entered into a contract (Attachment D) with Aramark Corporation to provide commissary services to inmates in the Sheriff's Office Main Jail. The Sheriff's Office, Custody Branch, Programs Unit has provided oversight for inmate commissary services for many years. By providing commissary services for inmates incarcerated in the Main Jail, Aramark provides staffing,

commissary order placement and delivery, and grievance response related to commissary services for the inmate population.

This is the third request for an extension. All revenues generated from the purchase of inmate commissary purchases are deposited into the Inmate Welfare Fund. The money deposited in the Inmate Welfare Fund shall be expended by the Sheriff primarily for the benefit, education and welfare of the inmates confined within the jail. Inmate Commissary purchases represents approximately twenty five percent of the Inmate Welfare budget. The extension period is on a month-to-month basis, in anticipation of a new commissary agreement and aligning this contract with the fluctuating opening date of the North Branch Jail. We are currently at the end of the selection process and will be coming back to the Board no later than September 30, 2020, with a new agreement.

**Fiscal and Facilities Impacts:**

**Budgeted:**

Yes

**Fiscal Analysis:**

This is a revenue generating contract only.

**Special Instructions:**

Clerk of the Board: Please send three (3) official Minute Orders to the Sheriff's Office, Attention Shawn T. Lammer.

**Attachments:**

Attachment A: Third Amendment for Services Agreement with Independent Contractor

Attachment B: First and Second Amendments for Services Agreement with Independent Contractor

Attachment C: Original Agreement

Attachment D: Board Contract Summary Form

Attachment E: Certificate of Liability Insurance

**Authored by:**

Shawn T. Lammer, Lieutenant  
County of Santa Barbara Sheriff's Office  
Custody Support Division, Contract Management