

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

804



FROM: Stan Sniff, Sheriff-Coroner-PA

SUBMITTAL DATE:
05/03/2016


SUBJECT Ratify and approval of Amendment No. 9 for a six-month extension to the Agreement with Keefe Group, Keefe Commissary Network to Provide Commissary Services for the Sheriff's Correctional Facilities. [All Districts] [\$765,000] 100% Contract Revenue.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and authorize the Chair to execute Amendment No. 9 to the Keefe Group, Keefe Commissary Network Agreement, adding six months on a month to month basis to the agreement and extending the period of performance from May 1, 2016 until October 30, 2016, and;
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to sign amendments that do not change the substantive terms of the agreement, as approved by County Council.

BACKGROUND: County seeks approval of Amendment #9 to the Keefe Group, Keefe Commissary Network Agreement allowing month to month extensions (not to exceed six months) of the existing agreement, pending the award of Request for Proposal (RFP) #SHARC-283 for Jail Commissary services. Sheriff estimates that the 44.1% commission rate will equal monthly commission revenue of \$127,500

(Continued on Page 2)


 Stan Sniff
 Sheriff-Coroner-PA
 By Scot Collins, Chief Deputy

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

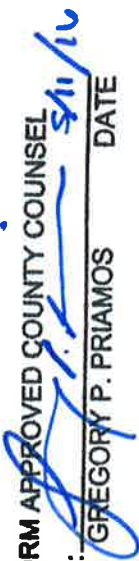
SOURCE OF FUNDS: 100% Contract Revenue; No cost to the County; program paid by inmates. **Budget Adjustment:** No

For Fiscal Year: 15/16 - 16/17

C.E.O. RECOMMENDATION: **APPROVE**

County Executive Office Signature BY: 
Elizabeth J. Olson

MINUTES OF THE BOARD OF SUPERVISORS

FORM APPROVED COUNTY COUNSEL
 BY:  GREGORY P. PRIAMOS
 DATE: 5/11/16

Departmental Concurrence

FISCAL PROCEDURES APPROVED
 PAUL ANGULO, CPA, ADDITOR-CONTROLLER
 BY:  Esteban Hernandez
 5/17/16

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.: 10/27/2015 3.12 | District: All | Agenda Number:
09/29/2009 3.68

3-37

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Ratify and approval of Amendment No. 9 for a six-month extension to the Agreement with
Keefe Group, Keefe Commissary Network to Provide Commissary Services for the Sheriff's
Correctional Facilities. [All Districts] [\$765,000] 100% Contract Revenue.**

DATE: 5/03/2016

PAGE: 2 of 2 (BR16-068)

BACKGROUND:

Summary (continued)

based on estimated monthly commissionable items of \$289,116. The estimated total revenues for the six-months extension equates to or \$765,000. All terms and conditions of the existing Agreement (as amended) will remain the same.

On September 29, 2009, (3.68) the Board of Supervisors approved via the competitive bid process, a three (3) year agreement with the option of two (2) one-year renewal periods with Keefe Group, Keefe Commissary Network to provide commissary services for the Riverside County Sheriff Department's five (5) correctional facilities throughout Riverside County.

On December 1, 2009, County Purchasing approved Amendment No. 1 to the agreement adding several commissary items to the menu.

On December 1, 2011, County Purchasing approved the Amendment No. 2 to the agreement modifying its payment procedure to the Inmate Welfare Trust Fund.

On November 1, 2012, County Purchasing signed Amendment No. 3 extending the Period of Performance for one year to October 31, 2013, and further clarifying the commission rate.

On July 2, 2013, (3.41) the Board of Supervisors signed Amendment No. 4 to the Agreement with Keefe Group, Keefe Commissary Network with a contract term of November 1, 2009 through October 31, 2015, to provide commissary services for the Riverside County Sheriff Department's five (5) correctional facilities throughout Riverside County.

On August 7, 2013, County Purchasing signed Amendment No. 5 confirming the commission rate change agreed to in Amendment No. 4 (ref. BOS agenda 3.41; 7/2/13) as effective on September 1, 2013.

On July 28, 2014, County Purchasing signed Amendment No. 6 deleting reference to "Mini Kits" and Mini Packs", making inmates eligible to receive inmate welfare packs, compensating County \$9,320 for programming services provided to Contractor, and establishing a commission structure for processing fees charged to inmates.

On November 3, 2014, County Purchasing signed Amendment No. 7 changing the Commissary Pricing Schedule as amended in Exhibit B of Amendment No. 4.

On October 27, 2015, the Board of Supervisors signed Amendment No. 8 (ref. BOS agenda 3.12; 10/27/15) granting the continuance on a month to month basis the Agreement (per Amendments No's 1-7, to date) for the provisioning of commissary services for the Sheriff's correctional facilities. Said Amendment No. 8 expires April 30, 2016.

Impact on Citizens and Businesses

None

Contract History and Price Reasonableness

The Inmate Welfare Fund (IWF) generates revenue from commissary items sales to in-custody inmates. The IWF supports inmate services, such as educational and vocational programs, rehabilitation programs, and programs designed to reduce recidivism. The County's existing Agreement is based on inmate headcount, to a revenue stream based on a profit sharing model for commissary commissions, a commission model similar to that implemented by other neighboring county jail systems.

COUNTY OF RIVERSIDE
AMENDMENT NO. 9 TO THE AGREEMENT
WITH
KEEFE COMMISSARY

Original Contract Term:	11/1/09 through 10/31/2012
Contract Term Extended to:	10/30/16
Effective Date of Amendment:	5/1/16
Original Annual Maximum Contract Amount:	\$675,000
Amended Annual Maximum Contract Amount:	\$1,500,000
Contract ID:	SHARC-96115-001-10/10

The Agreement between County of Riverside (COUNTY) and Keefe Group, Keefe Commissary Network (CONTRACTOR), entered into as of September 29, 2009, is amended as follows:


1. County and Contractor agree to continue on a month to month basis the Agreement (per Amendments No's 1 – 8, to date) for the provisioning of commissary services for the Sheriff's correctional facilities. Said continued Agreement shall not exceed six months commencing May 1, 2016
2. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

COUNTY OF RIVERSIDE, a political subdivision of the State of California

Keefe Group, Keefe Commissary Network
13369 Valley Blvd.
Fontana, CA 92335

By: _____
John J. Benoit, Chairman
Board of Supervisors
Dated: _____

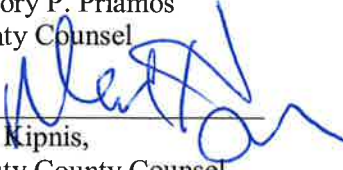
By: 
Name: John Puricelli
Title: Executive Vice President, GM
Dated: 5/2/16

ATTEST:

Kecia Harper-Ihem
Clerk of the Board

By: _____
Deputy

APPROVED AS TO FORM:
Gregory P. Priamos
County Counsel

By: 
Neal Kipnis,
Deputy County Counsel

RFP# SHARC-283
Prior BOS agenda # & Date: 3.12 on 10/27/2015
Form #116-311 Revision Date: 01/13/2016

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WITH
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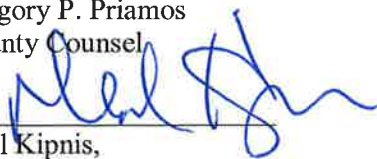
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Clerk of the Board

By: _____
Deputy

APPROVED AS TO FORM:
Gregory P. Priamos
County Counsel

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Deputy County Counsel

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