

Staff Report

Subject: Approval of Amendment #2 – Food Service Agreement with Summit Food Service, LLC

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Department: Prison / Senior Center

Meeting Date: September 2, 2025

Item Description: Consideration to approve Amendment #2 to the Food Service Agreement with Summit Food Service, LLC, for inmate and senior meal services, extending the agreement by one year and implementing a CPI-based pricing adjustment.

Summary Recommendation: Staff recommends approval of Amendment #2 to the Food Service Agreement with Summit Food Service, LLC. This action extends the contract through August 31, 2026, and adjusts pricing by 5% in accordance with the Consumer Price Index (CPI), as allowed under the agreement's renewal terms.

Executive Summary / Background:

Effingham County entered into a contract with Summit Food Service, LLC on **September 1, 2023**, for the provision of food services for inmates and senior meal programs. The agreement includes an option for up to five (5) one-year renewals.

- **Amendment #1** was approved in 2024 and reflected the first renewal along with a 5% CPI-based pricing increase.
- **Amendment #2**, effective **September 1, 2025**, represents the second renewal and applies an additional 5% CPI increase.
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The updated per-meal pricing is detailed below.

Inmate Meal Pricing (per meal):

Monthly Population 2024 Price 2025 Price

< 30,000	\$1.784	\$1.873
30,001–35,000	\$1.679	\$1.763
> 35,001	\$1.574	\$1.653

Senior Meal Pricing (per meal):

Monthly Population 2024 Price 2025 Price

< 3,000	\$5.093	\$5.348
3,001–3,500	\$4.244	\$4.456
3,501–4,000	\$3.847	\$4.039
> 4,000	\$3.678	\$3.862

All other terms and conditions of the original agreement remain in effect.

Alternatives for Commission to Consider:

1. Approve Amendment #2 as presented.
2. Do not approve the amendment and direct staff to renegotiate terms.
3. Provide alternative direction to staff.

Recommended Alternative: 1

Other Alternatives: 2, 3

Department Review: Procurement, Engineering, Finance

Funding Source: FY26 Approved Capital Improvement Budget - Park West upgrades or regional station

Attachments: GMC Proposal for PS-05 Rehabilitation