

Staff Report

Subject: Consideration to allow the contract for inmate commissary services at Effingham County Prison with McDaniel Supply Company to renew for a one-year term (*tabled from May 21, 2024*)

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Department: Prison

Meeting Date: 06/04/2024

Item Description: Prison Commissary Contract Renewal

Summary Recommendation: Approval to renew

Executive Summary/Background:

- The County has an agreement in place for prison inmate commissary services with McDaniel Supply Company. The term of the agreement is from July 1, 2016 until June 30, 2019, with annual automatic renewals unless terminated.
- McDaniel Supply Company have been the commissary provider since 2016.
- The County receives 41.2% commission on gross sales less tax.
- FY2023 we received \$121,343.23. FY24 through 12/31 we received \$44,474.79.
- Staff met with the Finance Director and his comments are included in your packet.

Alternatives for Commission to Consider

1. Board approval to allow the contract for inmate commissary services at Effingham County Prison with McDaniel Supply Company to renew for a one-year term from July 1, 2024 to June 30, 2025.
2. Do not approve the contract for inmate commissary services at Effingham County Prison with McDaniel Supply Company to renew for a one-year term from July 1, 2024 to June 30, 2025

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Purchasing and Prison

Funding Source: None required – system is ‘turn-key’ with all costs being the responsibility of McDaniel Supply Company.

Attachments: Commissary Contract with McDaniel Supply Company, Vending Amendment, Email from Mark Barnes – Director of Finance