

14995

October 28, 2010

To: Honorable Board of Acquisition and Contract

From: Kevin Cheverko
Commissioner of Correction

Re: Authorizing the County of Westchester to exercise the second renewal option of an agreement with Aramark Correctional Services, Inc. for the operation of inmate commissaries for the term from January 1, 2011 through December 31, 2011

By Resolution approved on March 5, 2009, your Honorable Board authorized the County of Westchester to enter into a license agreement with Aramark Correctional Services, Inc. to operate inmate commissaries at the Westchester County Jail, the Penitentiary, the Female Division and Ward 29 at the Westchester Medical Center, for the term January 1, 2009 through December 31, 2009, with the County's option to renew the agreement for up to four (4) one (1) year periods. On June 11, 2009, your Honorable Board amended the prior Resolution to reflect the correct name of the contractor as Aramark Correctional Services, LLC ("Aramark").

By Resolution approved on October 1, 2010 your Honorable Board authorized the County of Westchester to exercise the first renewal option for an additional one year period.

Authority is now requested for the County to exercise the agreement's second renewal option for the term January 1, 2011 through December 31, 2011. In accordance with the agreement, Aramark's commission paid to the County will increase from 33.1% of net sales to 34.1% of net sales.

The goal and objective of this contract is to provide and distribute commissary goods to be purchased by the inmates (a population of 1300 – 1600) in the most professional and cost efficient manner possible. The commissary items should be known to be popular and generally acceptable to the inmates.

Last year, the Department of Corrections is able to report the following:

- The average prison population was 1412 inmates per day
- Inmates are allowed to purchase commissary items twice a week
- In 2009 the inmates made 70,601 commissary purchases
- The cost of these purchases totaled \$1,542,542.05
- The County earned \$577,763.10 commission on these sales
- The commission earnings were deposited into the Inmate Welfare Trust Fund
- The Inmate Welfare Trust Fund is used for the benefit of the inmates

There will be a verifiable audit trail. The contractor will provide a commissary trust balance sheet that is maintained by the Department of Correction, and an inmate order history.

The contractor will also provide a commissary sales and commissary report that itemizes each individual sale which confirms sales and commissions.

Accordingly, a proposed amended Resolution is attached for your consideration.

KC/DLV/dv
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 11-23-2010 - JOMARY VIEIRA, SECRETARY

RESOLUTION

Based upon a communication from the Commissioner of Correction, be it hereby

RESOLVED, that the County of Westchester is authorized to exercise the second renewal option of an agreement with Aramark Correctional Services, Inc. for the operation of inmate commissaries for the term from January 1, 2011 through December 31, 2011; and be it further

RESOLVED, that in accordance with the agreement, Aramark's commission paid to the County shall increase from 33.1% of net sales to 34.1% of net sales; and be it further

RESOLVED, that all other terms and conditions of agreement shall remain unchanged; and be it further

RESOLVED, that the County Executive or his duly appointed designee is hereby authorized to execute such documents and take such actions as may be necessary and appropriate to effect the purposes hereof.

| Account to be Charged/credited | Fund | Dept | Major Program Program & Phase Or Unit | Object/ Sub Object | Trust Account | Dollars |
|--------------------------------|------|------|---------------------------------------|--------------------|---------------|---------|
| | 711 | 35 | 011 | 9856 | T011 | N/A |
| | | | | | | |
| | | | | | | |

Budget Funding Year(s) 2011 Start Date 01/01/11 End Date 12/31/11
 (must match resolution)

Funding Source Tax Dollars -0-
 State Aid N/A
 \$ 0 Federal Aid N/A
 (must match resolution) Other _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 11-23-2010 - JOINTLY VIEWED SECRETARY