



Resolution No. 2019 – 372

Approved as to Form and Legality

Date Adopted

Committee

Salem County Counsel

September 18, 2019

Public Safety

**RESOLUTION AWARDING A CONTRACT FOR THE PROVISION OF
OFF-SITE COMMISSARY SERVICES FOR
THE SALEM COUNTY CORRECTIONAL FACILITY**

WHEREAS, The Salem County Purchasing Agent, as authorized contracting Agent for the Board of Chosen Freeholders of the County of Salem has requested, received and opened sealed proposals on September 13, 2019 at 1:00 PM prevailing time for providing Off-Site Commissary Services for the Salem County Correctional Facility. The receipt of said bids were duly advertised in accordance with the law and in such case made and provided; and

WHEREAS, It has been determined that the company of Keefe Commissary Network, L.L.C., substantially met the necessary qualifications for the fulfillment of this contract, and further has provided the documentation necessary to successfully fulfill the requirements of the County of Salem. Said bid documents shall become a part of the contract; and

WHEREAS, The vendor's proposal provides for a 30% commission paid to the County of Salem on all commissary items purchases as well as secure pack purchases for the term of this contract; and

WHEREAS, The vendor's proposal provides for a 10% commission paid to the County of Salem on all commissary purchases made if the County exercises the option, during the term of this agreement, to have the vendor provide tablets to the inmates, in addition to the kiosk purchases. This option is not being exercised at this time, but remains an open and active option; and

WHEREAS, The vendor's proposal provides a cost of \$1.70 each for admissions/indigent kits which the Warden would like to exercise; and

WHEREAS, Pursuant to N.J.S.A. 40A:11-4.1(j) the period of this concession competitive contract for commissary services shall be for a five (5) year period commencing on October 5, 2019 and terminating on October 4, 2024; and

WHEREAS, The Salem County Treasurer will not need to certify funding for the commissary or secure kits concession contract as there is no cost to the County of Salem; and

WHEREAS, The Salem County Treasurer has certified that the funding in the amount of \$107.00 for this contract shall be encumbered in accordance with N.J.A.C. 5:30-5.4 in 9-01-25-280-580-208 (Jail Misc. for the provision of Admission/Indigent Kits and this agreement shall further be contingent upon the availability and appropriation of sufficient funds for this purpose in the County's temporary and/or permanent budgets for 2020, 2021, 2022, 2023 and 2024.

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Salem as follows:

1. The Board of Chosen Freeholders of the County of Salem hereby awards a contract for the provision of Commissary Service for the Salem County Correctional Facility, subject to the review of the County Solicitor, to **Keefe Commissary Network, L.L.C. 301 Mill Road, Edison, NJ 08837**. There is **no direct cost** to the County of Salem for the Commissary Services or the Secure Kits; however, the bid package includes their costs per item for inmates of the Correctional facility and provides for a 30% commission paid to the County of Salem on all commissary items purchases as well as secure pack purchases for the term of this contract.
2. The proposal further provides for a 10% commission paid to the County of Salem on all commissary purchases made if the County exercises the option, during the term of this agreement, to have the vendor provide tablets to the inmates, in addition to the kiosk purchases. This option is not being exercised at this time, but remains an open and active option.
3. The proposal further provides for a cost of \$1.70 each for admissions/indigent kits which will be exercised.
4. This competitive contract shall commence on October 5, 2019 and terminate on October 4, 2024. This shall be completed in full accordance with the terms and conditions of the contract.



R. Scott Griscom, Deputy Freeholder Director
Chair, Public Safety Committee

I hereby certify the foregoing to be a true resolution adopted by the Board of Chosen Freeholders of the County of Salem on September 18, 2019.



STACY L. PENNINGTON
Clerk of the Board

RECORD OF VOTE

FREEHOLDER	AYE	NAY	ABSTAIN	ABSENT	RESOLUTION MOVED	RESOLUTION SECONDED
G. Ostrum, Jr.	✓					✓
C. Hassler	✓					
L. Ware	✓					
R.S. Griscom	✓				✓	
B. Laury	✓					

✓ Indicates Vote

Department Initials

Purchasing