



Legislation Text

File #: 24-765, Version: 1

Memorandum

**Date:** July 16, 2024

**To:** The Honorable Lake County Board of Supervisors

**From:** Rob Howe, Sheriff/Coroner

**Subject:** Approve Amendment #2 between the County of Lake and Keefe Group for a one-year contract extension for Fiscal Year 2024/25 with no change from the original contract and authorize the Chairperson to sign

**Executive Summary:** The Lake County Sheriff’s Office requests Your Boards’ approval on the attached one-year contract extension with Keefe Group for Fiscal Year 2024/25. Keefe Group provides commissary services to the incarcerated population. The commissary service allows inmates to purchase food, clothing, and other sundry items. Additionally, the Keefe Group provides tablets for the inmates to use. The tablets contain an education program, games and an instant messaging application.

**If not budgeted, fill in the blanks below only:**

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

**Purchasing Considerations** (check all that apply):  Not applicable

- Fully Article X. <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$!26+Procedures+Manual/Ch4\\_2021v2.pdf](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$!26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (describe process undertaken in “Executive Summary”)
- Section 2-38 <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)> Exemption from Competitive Bidding (rationale in “Executive Summary,” attach documentation, as needed)
- For Technology Purchases: Vetted and Supported by the Technology Governance Committee <<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> (“Yes,” if checked)
- Other (Please describe in Executive Summary)

**Consistency with Vision 2028** <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

- Not applicable
- Well-being of Residents
- Economic Development
- Community Collaboration
- Public Safety
- Infrastructure
- Business Process Efficiency
- Disaster Prevention, Preparedness, Recovery
- County Workforce
- Clear Lake

**Recommended Action:** Approve Amendment #2 between the County of Lake and Keefe Group for a one-year contract extension for Fiscal Year 2024/25 with no change from the original contract and authorize the Chairperson to sign.