

BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable. Record Number: SC PO SC2400001757 Award Type: Award Is a Board Meeting Date Yes Requested? Requested Board Meeting Date: 10/21/2025 Signature Only: NO Procurement Director Award / N/A Delegated Award: Supplier / Customer / Grantor / Shamrock Foods Company Subrecipient: Project Title / Description: Food Products for Pima County Adult Detention Complex Purpose: Amendment of Award: Supplier Contract No. SC2400001757, Amendment No. 02. This Amendment increases the annual award by \$2,200,000.00 from \$1,650,000.00 to \$3,850,000.00 for a cumulative not-to-exceed contract amount of \$5,500,000.00. The increase in annual award is due to a higher inmate population, the transition of meal preparation back to the jail kitchen after renovations, and a 6% rise in industrywide food costs. Administering Department: Sheriff's Department Procurement Method: Other Insert additional Procurement Pursuant to Pima County Procurement Code 11.12.010, Competitive sealed bidding, Method info, if applicable: on 03/05/2024, the Board of Supervisors approved an award of two (2) contracts for an initial term of one (1) year and an annual award amount of \$1,650,000.00 each, with four (4) one-year renewal options each. On 01/08/2025, the Procurement Director approved Amendment No. 01, which extended the termination date to 03/31/2026 and added the annual award amount of \$1,650,000.00 for a cumulative not-to-exceed contract amount of \$3,300,000.00. Three (3) renewal options remained. PRCUID: 505990 Attachments: Supplier Contract & Department Memo **Program Goals/Predicted** To provide meals to the Pima County inmate population. Outcomes:

Public Benefit and Impact:	To provide healthy diet to inmates at an economical cost to the taxpayers.		
Budget Pillar	• N/A		
Support of Prosperity Initiative:	N/A		
Provide information that explains how this activity supports the selected Prosperity Initiative	N/A		
Metrics Available to Measure Performance:	A dietitian evaluates the menus twice a year to ensure all dietary and caloric requirements set by the County, State, and Federal regulations are met. A cost per meal evaluation is done at the end of each fiscal year to measure total expenditures to ensure goals have been met.		
Retroactive:	NO		

Amendment / Revised Awa	rd Information	
Record Number: SC PO SC2400	0001757	
Document Type:	SC	
Department Code:	PO	
Contract Number:	SC2400001757	
Amendment Number:	2	
Commencement Date:	10/21/2025	
Termination Date:	03/31/2026	
s the Termination Date new?		NO
Classification:	Expense	
adjust Level:	Increase	
Prior Contract Number (If applicable):	MA-PO-24-119	
mount This Amendment:		
2,200,000.00		
unding Source(s) required:	General Fund	
unding from General Fund?		YES
Yes Provide Total General Fun	ds:	

\$2,200,000,00

Percent General Funds	100	'		
Contract is fully or partially fun	ded with Federal Funds?		NO	
Department:	Procurement	· Vermak min-min-min-kin-min-Met-e-min-Met-e-min-	10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	The second of th
Name:	Fred LeVeque		·	
Telephone:	5207247126			
Add GMI Department Signatur	68		No	And the second s
Division Manager/Procurement Procurement Director Signatur	Bruce D Collins Dollars	Digitally signed by Aria Wilber Date; 2025.10.01 09.47.07 .07.00 ed by Bruce D Collins 0.01 09.52.34 -07.00	/ Date:	
Department Director Signature		S. Kar	_ Date: <u>∠∞∂3</u>	
Deputy County Administrator S	Signature:		Date: 10-3-	2025
County Administrator Signature	J. Ju	and the second s	Date: 10-0	<i>~2</i> 025_

PIMA COUNTY

Pima County Procurement Department 150 W. Congress St. 5th FI Tucson AZ 85701



Supplier Contract Amendment

FOB

	•
Contract Number	SC2400001757- 6
Contract Start Date	03-05-2024
Contract End Date	03-31-2026
Payment Type	Warrant/Check
Buyer	Fred Leveque
Phone Number	
Email	

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Supplier:	Contract Name:
Shamrock Foods Company	Food Products for Pima County Adult Detention Complex
1900 W Ruthrauff Rd	

Shipping Method

Supplier Contact and Payment Terms:

Phone: +1 (520) 2045100

Email: matthew_terry@shamrockfoods.com

Terms: Net 30

1011113. 1101.00

Days:

Vendor Method	Standard Ground	FOB Dest, Freight Prepaid

Delivery Type

l	Currency	NTE Amount	Used Amount
l	USD	5,500,000,00	2.824.930.04

Contract/Amendment Description:

This Amendment increases the annual award by \$2,200,000.00 from \$1,650,000.00 to \$3,850,000.00 for a cumulative not-to-exceed contract amount of \$5,500,000.00. This increase to annual award is needed due to an increase of inmate population by 10% and an increase in food costs by 6%.

Catalo	g Items:				
Line #	Item Description	UOM	Unit Price	Stock Code	MPN/VPN
1	Frozen- Free Form Line	Each	0.00		
2	Dry- Free Form Line	Each	0.00		
3	Do Not Use	Each	0.00		
4	Dairy - Free Form Line	Each	0.00		
5	Meat- Free Form Line	Each	0.00		

This Supplier Contract incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this contract. All transactions and conduct are required to conform to these documents.



Pima County Sheriff's Department Chris Nanos, Sheriff

To: Sheriff Chris Nanos via Chain of

From: Corrections Food Service

Command

Manager Frieda Stafford #3040

Respectfully submitted,

Re: SC2400001757 Food Products

Date: September 24, 2025

I am requesting permission to increase funding for SC2400001757, Food Products. It is scheduled to expire March 31, 2026, but we currently have only enough funds to last through October. This agreement was written in March of 2024, when the population of the Adult Detention Complex was approximately 1,650, and now the meal count is over 1,800. The facility kitchen was also in the midst of an extensive remodeling project, with the evening meal being provided by an outside contractor for over \$120,000 a month; these meals are now being prepared on-site again. Other factors affecting food costs:

- Current inflation rate of 2.9%
- Increased industry food costs of 4% over August of 2024
- Overall, 36% increase in food costs from pre-pandemic levels
- Delays in equipment installation following remodel required more individually wrapped (IW) foods
- Low staffing levels required simplified, labor-saving menus, using pre-made products, especially at breakfast
- Unexpected inmate guarantines required the use of IW foods

Now that all kitchen equipment is in place, we have taken steps to reduce the number of IW foods and provide more meals prepared in bulk. Meanwhile, to ensure we have sufficient funds to feed the 1,800 inmates housed in the Adult Detention Complex, I would like to send a request to the Board of Supervisors to add \$2.2 million to SC2400001757. Thank you very much for considering my request.

Recommend Approval:

Capt S Santiago, Cmdr/Corr. Admin. Div.

Date

Approved Not Approved:

Chief. S. Lowing, Cmdr. Corrections Bureau

Date

Approved Not Approved:

Sheriff Chris Nanos

Date