

**COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS
TUESDAY, MAY 19, 2026**

MINUTE ORDER NO. 4

SUBJECT: SHERIFF - REQUEST FOR AUTHORIZATION TO ISSUE COMPETITIVE SOLICITATIONS FOR NATIONAL AND REGIONAL BRAND NAME ITEMS (DISTRICTS: ALL)

OVERVIEW

The State of California Penal Code (PC) 4025 (a) allows for the Sheriff's Office (Sheriff) of each county to establish, maintain and operate a store in connection with the county jail, and for this purpose, may purchase various snacks, beverages and personal care items for sale to incarcerated individuals in the jail.

On July 9, 2019 (1), the Board of Supervisors (Board) approved the Sheriff's request for a single source contract through December 31, 2021, of national and regional brand name items not exclusive to a particular vendor for snacks, beverages and personal care items from manufacturers, dealers and distributors. This helped increase the brand name items available as products are discontinued, and new items are added or made available in the marketplace. On November 16, 2021 (4), the Board approved the Sheriff's request for continued authority to procure brand name items through competitive solicitations.

Today's request is for authorization to issue competitive solicitations for national and regional brand names not exclusive to a particular vendor for snacks, beverages, and personal care items from manufacturers, dealers, and distributors. This approval will allow Sheriff's Commissary to reprocur their ten current commissary contracts that are scheduled to expire December 31, 2026. The national and regional brand name items will be included with additional generic items in a competitive solicitation to determine fair and reasonable pricing. This request is for one initial year and four option years, with an additional six-month option if needed, from the date of the contract issuance.

**RECOMMENDATION
SHERIFF**

In accordance with Section 401, Article XXIII of the County Administrative Code, authorize the Director, Department of Purchasing and Contracting to issue competitive solicitations for the acquisition of national and regional brand name snacks, beverages and personal care items, and subject to successful negotiations and a determination of a fair and reasonable price, award one or more contracts for up to one initial year, plus up to four option years, with an additional six-month option if needed, and to amend the contracts as needed to reflect changes to requirements and funding. In no event shall any contract awarded pursuant to this authority extend beyond December 31, 2032.

EQUITY IMPACT STATEMENT

By providing the requested name brand items to incarcerated individuals for purchase from the Jail Commissary, incarcerated individuals are being provided access and opportunity within the detention facilities to continue using products and trusted brands they are accustomed to using. This supports incarcerated individuals' well-being while in custody. This action also supports the overall wellness of the incarcerated population because we are providing products that they enjoy and this enhances comfort and reduces stress.

SUSTAINABILITY IMPACT STATEMENT

Today's action supports the County of San Diego's Sustainability Goal of providing just and equitable access by providing products that are high-quality and familiar to those in custody. This provision offers a sense of normalcy and sustained product availability. Allowing incarcerated individuals, the ability to select brand name products, supports the incarcerated individual's sense of control and dignity while in a detention setting.

FISCAL IMPACT

Funds for this request are included in the Fiscal Year 2026-27 CAO Recommended Operational Plan for the Sheriff's Office. If approved, this request will result in estimated costs and revenue of \$4,290,000 in Fiscal Year 2026-27. The funding source is revenue from the Sheriff's Office Jail Stores Enterprise Fund. Funds for the option year costs will be included in future years Operational Plans for the Sheriff's Office if the option years are exercised. There will be no change in net General Fund cost and no additional staff years.

BUSINESS IMPACT STATEMENT

N/A

ACTION:

ON MOTION of Supervisor Desmond, seconded by Supervisor Montgomery Steppe, the Board of Supervisors took action as recommended, on Consent.

AYES: Aguirre, Anderson, Montgomery Steppe, Desmond

ABSENT: Lawson-Remer

State of California)
County of San Diego)

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the Minutes of the Board of Supervisors.

ANDREW POTTER

Clerk of the Board of Supervisors



Signed

by Andrew Potter

