



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Donnell "Tank" Tanksley, Sheriff

RE: Jail Commissary Services Contract

DATE: September 11, 2025

Enclosed are two (2) originals of a contract for Jail Commissary Services between Summit Food Service and Whatcom County for your review and signature.

- **Background and Purpose**

Summit Food Service was awarded the Commissary bid via the RFP process. They operate and manage Commissary Services and provide indigent hygiene items for inmates. They will pay the County a 10% commission on total net sales.

- **Funding Amount and Source**

The sole expenditures are for indigent hygiene items for those inmates without funds and that cost will be deducted from the revenues generated from commissary sales.

- **Differences from Previous Contract**

This is a new contract.

Please contact Caleb Erickson at extension 6455, if you have any questions or concerns regarding the terms of this agreement.