



FULTON COUNTY PURCHASING DEPARTMENT

Winner 2000- 2006 Achievement of Excellence in Procurement Award
National Purchasing Institute

Jerome Noble, Director



ADDENDUM NO. 1 Request for Proposal – 06RFP52696YC Food Management Services for the Fulton County Jail Fulton County, Georgia

October 27, 2006

Dear Vendors:

This addendum is in reference to RFP – 06RFP52696YC
Food Management Services for the Fulton County Jail

1. Coffee shall not be served to inmates. Only staff may be served coffee.
2. Canned fruit shall not be served as a food item to inmates. Only whole fruit such as apples, peaches and bananas shall be served as a fruit item.
3. Page 4, 1.1 and page 24,#14: Is the contractor expected to provide food preparation equipment, production equipment, food storage equipment, and food transport equipment?
Response: Yes.
4. Page 24,13: Will Fulton County be responsible for replacing trays that are destroyed or lost as needed?
Response: Yes.
5. Page 26, #22: How many inmates will be provided for the culinary arts training program daily?
Response: Approximately 10 to 15 Trustees.
- B) Will the contractor be using Fulton County Culinary Arts curriculum or the Contractors curriculum?
Response: The Contractor's curriculum will be used.
6. Page 24, #12 and Page27, #27: One states at the contract rate and the other states costs will be mutually agreed to. Which is correct?
Response: The Contract rate is correct.



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7. Page 28, #2.& Page 30,#15: Who is responsible for the cost of exterminating services in the kitchen and the storage areas or what specific areas is the vendor responsibility?

Response: The vendor shall be responsible.

8. Page 28 # 5 & Page 30,#10: Under normal wear and tear, who is responsible for the repair of equipment in the kitchen?

Response: The vendor shall be responsible.

B) Will inmates be allowed to make sandwiches under this contract?

Response: Yes, if the Culinary Program is on site.

9. Please clarify the allowable use of inmate labor in detail and expected number of available inmates on a daily basis.

Response: Ten (10) inmates per shift for three shifts daily.

10. Does the dietician have to be on site?

Response: Yes, but not daily as long as the dietician is always accessible.

11. Pg 30, #14: Please explain routine cleaning and maintenance of the grease traps. Who is providing and paying for this service now?

Response: The County is currently paying for the grease trap maintenance.

12. Page 33 # 4 gives the hours for staff dining, but on page 23,#4 states the evening meal for staff will be put out hot at 9:00 pm and that a cook is required to be present to prepare the staff meal. Could you please clarify if 6:00 PM until 8:30 PM and then another meal at 9pm is correct for staff?

Response: Serving times are as follows;

- **Breakfast** 1:30 A.M. to 3:30 A.M.
- **Lunch** 11:30 A.M. to 2:00 P.M.
- **Dinner** 6:00 P.M. to 8:30 P.M.

13. Page 36, i. : Sandwiches will be prepared with two(2) slices of white and/or wheat sandwich bread, but the proposed menu shows only wheat bread. Can either white or wheat be used for sandwiches?

Response: Yes.



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14. Is the menu included in the RFP the current menu provided to inmates and staff?

Response: Yes, with some exceptions.

15. Pg. 24 Ref: m. "All menu items will be prepared according to...Armed Forces Recipes." ef: n. ".Meals must meet heart healthy low fat guidelines of 30% fat & 20 grams fiber." We have an extensive library of tasty & well-accepted recipes to provide a heart healthy menu, would the County consider a menu based on food proportions & ingredients designed to meet the County's goals? Can we submit alternate menus that comply with all nutritional guidelines?

Response: Yes.

16. Pg. 25, ref#16; "...No pre-cooked casseroles or other items shall be used for entrees..." For food safety reasons, it is generally recommended to purchase frozen pre-cooked protein items such as beef patties, chicken and fish patties. Would this be acceptable?

Response: Yes.

17. At what time do the meals for the Marietta, Bellwood and Alpharetta facilities have to be ready for transport, respectively? And at what time are the food trays returned from each of the three satellite locations, respectively?

Response:

	Breakfast	Lunch*	Dinner
Alpha	3:30 AM – 4:00 AM		3:00 PM – 3:30 PM
Marietta	3:30 AM – 4:00 AM		2:45 PM – 3:15 PM
Bellwood	3:30 AM – 4:00 AM		2:45 AM – 3:15 PM

Food trays are returned from the satellite locations the next day.

* Lunch is sent out at the time the hot breakfast is transported considering that there are refrigeration units available at all three locations.

18. How will the experience of a Limited Liability Corporation, LLC be evaluated if it is being formulated specifically for this opportunity?

Response: The experience of the companies and personnel that forms the Limited Liability Corporation will be evaluated.

19. From the perspective of the contract compliance portion of the proposal: Please provide a definition of a subcontractor. Please provide a definition of a



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supplier or food purveyor. Please provide clarification of the following: Usually the vendor that delivers our milk is considered a supplier not a subcontractor and they are not included in the percentage allocation of work performed. As a result, our subcontractor summary provides a percentage of our purchases of food and foodstuff used to perform our work not a percentage of the work we do. Is this correct?

Response: A subcontractor is defined as a business entity holding a subcontract with a prime contractor. If your firm has signed a contract with a company to provide a particular service or good, then there exists a prime contractor- subcontractor relationship.

20. Is the culinary program currently in effect, if so how many inmates are currently participating in the program?

Response: There are usually 10 to 15 Trustees enrolled in the Culinary Arts Program. The program is currently being restructured.

21. Should the evaluation results yield an even score? Can the 10% credit for a Fulton County based business be the determining factor for winning the award?

Response: Please refer to the Proposal Evaluation Selection Criteria in Section 4 of the RFP. No further information is available.

22. During the pre-bid we were informed that 18 trustee inmates per shift were currently being utilized and we witnessed inmates performing all facets of work including food preparation & cleaning. Are we to provide a quote based on no inmate labor or are we to include trustee inmate labor in our quote? If so, how many trustee inmates per shift should we include in our staffing estimates and what are the allowable tasks that they would be able to perform?

Response: No. trustees should not be used due to the high turn over rate for trustees. Trustees could be decreased at any given time due to the conditions or outcome of their cases as it relates to their incarceration.

For additional information regarding this addendum contact Malcolm Tyson, Assistant Purchasing Agent at (404) 730-5811.

The undersigned acknowledges receipt of this addendum by returning one (1) copy with their bid. Failure to return a signed copy of this addendum with your bid could render your bid to be non-responsive.



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Except as provided herein, all terms and conditions in the RFP referenced above remain unchanged and in full force and effect.

Sincerely,

Malcolm Tyson
Assistant Purchasing Agent

ACKNOWLEDGEMENT OF ADDENDUM

COMPANY NAME: _____

SIGNATURE: _____

TITLE: _____

DATE: _____