



## FULTON COUNTY PURCHASING DEPARTMENT

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National Purchasing Institute



Jerome Noble, Director

### ADDENDUM NO. 2 INVITATION TO BID- 05RRFP11124YB Food Management Services for the Fulton County Jail Fulton County, Georgia

March 14, 2006

Dear Vendors:

This addendum is in reference to the INVITATION TO BID,  
05RRFP11124YB  
Food Management Services for the Fulton County Jail

1. Page 4, 1.1 & page 26, 9: Is the contractor expected to provide food preparation equipment, production equipment, and food storage equipment, and food transport equipment?  
**Response: Attached is a list of equipment that is currently in the kitchen. However, the vendor shall provide any and all other equipment needed to provide a comprehensive food management service program to the Fulton County Jail.**
2. Page 8, 2.5: What is the anticipated start date and end date of the first year of the contract?  
**Response: Upon the Board of Commissioner's Approval, the contract will be effective for one year with an option to renew for two additional one-year periods.**
3. Are the two, one year renewal options to be mutually agreed upon by the County and the Contractor?  
**Response: The County may present a renewal option to the vendor. If the vendor accepts the renewal option, the vendor must agree to continue to provide services under the same terms and conditions of the contract.**
4. Page 21, paragraph 6 and page 29, paragraph 4: Is the contractor required to have a medical dietician and a registered dietician?  
**Response: The vendor shall provide, as a normal staff requirement, one (1) full time registered dietician for consultation on an as required basis. For this RFP, the term "medical dietician" and "registered dietician" have the same meaning.**



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Does this person need to be on sight?

**Response: See the above response.**

5. Page 21, paragraph 9: How many medically prescribed liquid nutritional supplements including snacks "are" prescribed "for" medical and religious diets?

**Response: This information is unavailable.**

6. Page 21, 10: Will Fulton County provide approximately 4,000 useable insulated trays with covers as the initial compliment at contract start up?

**Response: Fulton County shall only provide approximately 4,000 insulated trays with covers. The vendor shall be responsible for purchasing replacement trays when the loss or damage results from vendor's employee negligence.**

7. Will Fulton County be responsible for replacing trays that are destroyed or lost as needed?

**Response: Trays will be replaced as determined by the Fulton County Jail Staff.**

8. Page 21, 11: Is the County providing the listed equipment in useable condition?

**Response: The food service equipment is being provided "as is". However, the General Services Department will be responsible for maintenance and repair of the County's food service equipment.**

9. Page 23, 19: How many inmates will be provided for the culinary arts training program daily? Will the contractor be using Fulton County Culinary Arts curriculum or the Contractors curriculum?

**Response: The Fulton County Sheriff's Office has an existing Culinary Arts Program for inmate training. The bidder should be prepared to continue the program, using an American Culinary Institute approved training curriculum. Approximately fifty (50) inmate students will be assigned to the program annually. The successful bidder should be prepared to assign instructors from existing staff for instruction.**

10. Page 24, 24: Please clarify special event meals that are to be added to the weekly meal count and billed as additional meals at the contract rate.



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Does this include inmate special event meals in addition to the allocated holiday meals?

**Response:** The vendor shall include in the proposal the serving of special holiday meals at contract prices, identifying holidays and indicating the proposed menus. A minimum of five (5) Holiday/Spirit Lifter meals shall be provided annually. These will include the Easter, Thanksgiving, Christmas and New Year holiday, with approximately ten (10) others scheduled for staff at the discretion of the Sheriff or his or her designee. No further information is available.

11. Page 24, B2: Who is responsible for the cost of the exterminating services in the kitchen and the storage areas?

**Response:** Scope of Work Section B, Item # 2 has been amended to read, "Vendor shall be responsible for complete cleaning, housekeeping and vector and pest control of the food service preparation areas, including staff dining room and storage areas. The vendor will on a continuing basis, maintain standards of sanitation required by state and local regulations. The vendor will place all trash and garbage in trash bin located in the designated area. Vector and pest control shall meet standards found in the U.S. Department of Health and Human Services (DHHS) *Food Service Sanitation Manual.*"

12. A) Page 26, 9: Under normal wear and tear who is responsible for the cost of the repair of the equipment?

**Response:** The General Services Department shall be responsible for maintenance and repair of the County's Kitchen equipment. The vendor shall be responsible for repairing or replacing privately owned appliances used in the food preparation process at the County's Kitchen, including leased appliances. However, if damage to County owned food service equipment is determined by the Sheriff's Office or General Services Department to have been caused by a negligent act or acts of the food service provider, the food service provider will be responsible for all cost associated with repair or replacement of said equipment. Vendor shall bear all costs of goods and supplies necessary, to provide complete food management services during the period repairs are being made to kitchen equipment. These costs specifically include styrofoam trays



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and ice, in the event that the dishwasher or ice machine needs repair.

B) Who is responsible for the cost of providing the styro-foam containers, etc. to serve the meals?

**Response: Vendor shall provide at no additional cost to the Sheriff's Office all consumable supplies, including paper products, Styrofoam products and cleaning supplies, which are required for service operation.**

13. Will inmates be allowed to make sandwiches under this contract?

**Response: Inmates will not be allowed to work in the food preparation area, except as a participant in the Jail Inmate Jobs/Culinary Arts Program, and supervised by a food service supervisor. Otherwise, inmates will only be allowed to work washing pots and pans, general cleaning duties, warehousing, and storage areas.**

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

**Response: See the above response. The expected number of available inmates on a daily basis is unavailable.**

15. Will inmates be allowed to work in the dishwasher area?

**Response: Inmates will only be allowed to work washing pots and pans, general cleaning duties, warehousing, and storage areas. Vendor must provide its own civilian staff to operate and maintain the kitchen facility, dishwasher, and the staff dining room.**

16. Will the equipment needed to deliver food services within the facility be in good working order upon commencement of the new contract?

**Response: The Department of General Services will maintain the kitchen equipment at the jail under the current operations and maintenance contract with Johnson Controls. Any equipment that is not in working order should be reported. However, the vendor shall provide any and all equipment necessary for the performance of the requirements contained within this document.**



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17. Page 34 of the solicitation, under section 1 – Executive Summary, it noted that the executive summary should “Note to exceed 3 pages?” Was this supposed to read, “Should NOT exceed 3 pages?”  
**Response: The section should read, “Not to Exceed 3 pages”.**
18. It is not indicated in Technical proposal format and content or Cost Proposal format and content where Exhibits E-F should be submitted in. Do we create a separate folder for compliance documents?  
**Response: Exhibits A – F and the EBO Plan are to be placed in a sealed separate envelope clearly marked “Contract Compliance” and submitted with the RFP proposal.**
19. Section 3.3 Scope of Work Item # 18 has been amended to read, “Vendor will be required to maintain a minimum food and supply inventory level of five (5) days. Onsite storage will be provided; however, if off-site storage in necessary, it will be provided at the vendor’s expense.
20. Section 3.3 Scope of Work Section B, Item # 8 has been amended to read, “The vendor shall keep full and accurate records of sales and meal count records in connection with the food management services. An electronic copy of said record shall be supplied to the Sheriff or designee on a weekly basis on the first working day of the subsequent week. In addition, all such records shall be available for auditing by the County at any time during regular working hours.” Sub-items “a” and “b” remain unchanged.
21. Section 3.3 Scope of Work Section B, Item # 9 has been amended to read, “The General Services Department shall be responsible for maintenance and repair of the County’s Kitchen equipment. The vendor shall be responsible for repairing or replacing privately owned or leased appliances used in the food preparation process at the County’s Kitchen. The vendor is responsible for dishwashing chemicals, dispensing equipment, and related materials that ensure that all dishes and pots, etc are being cleaned in accordance with applicable codes. However, if damage to County owned food service equipment is determined by the Sheriff’s Office or General Services Department to have been caused by a negligent act or acts of the food service provider, the food service provider will be responsible



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**for all cost associated with repair or replacement of said equipment. Vendor shall bear all costs of goods and supplies necessary, to provide complete food management services during the period repairs are being made to kitchen equipment. These costs specifically include styrofoam trays and ice, in the event that the dishwasher or ice machine needs repair."**

**22. In Section 2.2, delete the phrase, "each bond a certified and effectively dated copy of their power of attorney."**

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

The undersigned propose 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.

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

Sincerely,

Malcolm Tyson  
Assistant Purchasing Agent

### ACKNOWLEDGEMENT OF ADDENDUM

COMPANY NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

1	Pot & pan washer	Alvey
2	Tray washer	Insinger
2	Warmers	Traulsen
1	Cold box	Traulsen
2	Mobile steam tables	Eagles
2	Flat top grills	Vulcan
1	5 Gallon tilt kettle	Groen
6	80 Gallon steam kettles	Vulcan
1	3 Compartment fryer	National Service Coop
2	Ice machines	Hoshizaki
2	Walk-in baker's ovens	Lucks
1	Stove	Vulcan
10	Convection ovens	Blodgett
3	Steamers	Groen
1	Meat Grinder	Hobart
7	Walk-in coolers	Thermo-Kool
2	Walk-in freezers	Thermo-Kool
1	Slicer	Hobart
1	Tabletop chopper	Hobart
1	Large mixer	Hobart
1	Small mixer	Hobart
1	Proofing oven	Lucks
3	Tilt skillets	Vulcan
4	Exhaust hood w/ damper	Gaylord
1	Standing chopper	Hobart