

Follow Up Questions for Jail Food RFP dated April 11, 2025

1. Would the County consider granting a four-week extension to the current RFP timeline? **No**
2. Can you please provide the current meal rate/scale being charged by current vendor? **Will be sent to requester via email**
3. Can you please provide the last 6 months of all billing invoices? **Will be sent to the requester via email**
4. Can you please provide a copy of the current food service contract along with amendments including price adjustments throughout the term of the contract? **Will be sent to the requester via email**
5. What is today's inmate population (4/18/2025)? **180**
6. Can you please provide a copy of the current inmate menu? **We cannot provide this information because it is confidential and proprietary.**
7. What are the current serving times for Inmate Breakfast, Lunch and Dinner? **7:30 AM, 11:30 PM, 4:30 PM**
8. Can you please provide a copy of the current staff menu with pricing? **There is not one at this time.**
9. How will the count/billing for the staff be calculated? **At this time, we do not have staff meals.**
 - a) Is it a set number weekly number?
 - b) If so, what is the set weekly number?
 - c) Who pays for the staff meals?
10. Please supply a daily break down of how many diets and of each type are currently served? (Diabetic, Low Sodium, Kosher, Halah etc.)?
This is an example of special trays for 04/21/25:
 - 1 - Juvenile with Milk**
 - 3 - Low Sodium**
 - 3 - No Fish**
 - 2 - No Onion**
 - 1 - No Peanut**
 - 1 - No Banana**
 - 0 - Halal**
 - 0 - Diabetic**
 - 0 - Pregnant**

11. How many religious (kosher / halal diets) are currently being provided? **Currently none.**
a) Is vendor allowed to provide a common fare menu to satisfy this requirement? **Yes**
12. Can you confirm, what time the kitchen opens in the morning and closes in the evening? **This is at the discretion of the Contractor.**
13. Can you please provide a copy of the current inmate menu, Halah/Kosher Menus included? **We cannot provide this information because it is confidential and proprietary.**
14. How many sack meals are produced daily? **8-12**
15. Who is the current milk provider that makes deliveries to the Oneida County? **The current Contractor has milk delivered from Martin Brothers**
16. Milk was not mentioned in the RFP as a requirement, is milk required? **Yes**
a) If so what type of milk would be required; 2%, 1%, whole, powdered/dairy blend? **1%**
b) How many ounces per meal? **8 ounces**
c) Service in bulk or half pint containers? **Half pint containers**
d) How many times per week? **Daily**
17. How many kitchen inmate workers are currently being utilized in the current operation at each kitchen? **There are currently not inmate workers in the kitchen during regular operation. Contractors' proposals should be based on two inmate workers available to your staff for up to twelve hours a day.**
a) What are the work hours and how many shifts? **We will coordinate this with the vendor.**
b) Are inmates paid? If so, who pays inmate workers? **No.**
c) Is there any extra food given to kitchen inmate workers as an incentive? **Yes**
i. If so, is this charged back to the County? **Yes**
18. Who is responsible for the following costs:
a) Smallwares (pots, pans, etc.) **The County**
b) Inmate eating utensils (trays, sporks, cups) **The County**
c) Internet **The County**
19. Is the County receiving any food commodities? **No**
a) Please provide the annual value for 2024 YTD 2025?

20. Does the County currently operate – or permit its vendors to operate any optional inmate food purchasing programs (e.g., Inside Eats, Outside Inside) within the commissary or food-service operations? **In the past we did have this type of a program. The inmates were allowed to order two times a week. There was not an inmate spending limit, only a limitation that they could only order one main item. The days of delivery were Wednesday and Friday.**
- a) If such a program exists, could the County provide the last three months of invoices and sales reports, including commissions remitted to the County?
 - b) How often are inmates allowed to order?
 - c) What are the designated delivery days?
 - d) What is the inmates spending limit?
21. Can the County provide the menus associated with each of these programs and selling prices to the inmates and the friends and family? **No**
22. How many nutritional supplements such as Ensure, and electrolytes beverages are currently being provided?
- Who provides these supplements, Medical or Food Service Contractor? **These items are provided by the medical staff.**
- i. If Contractor, can you please clarify if the Contractor is able to charge separately for nutritional supplements and electrolyte beverages? **No**
23. Can you confirm there is secure internet access in the kitchen office available for contractor use? **Yes**
24. Would the County accept electronic submission of proposal be acceptable? **Yes**
25. On Page 11 of the RFP states that the Contractor and the County will jointly inventory all capital equipment and other food-service–related items under the Contractor’s control at the start of the contract and each year thereafter. Copies of the inventory will be kept by both parties. It also requires the Contractor, except for normal wear and tear, to supply equivalent-quality replacement items as needed for the duration of the contract, with all such replacements becoming County property.
- a) Could the County please clarify exactly which items are considered “replacement” items? **Over the last ten years, the County has not required the vendor to replace any equipment. The County has purchased the requirements of the Contractor.**
26. On page 13 or the RFP it mentions a Performance Bond of \$50,000 then on page 16 it mentions a Performance Bond of \$100,000. Can the County please clarify the amount of the Performance Bond? **\$50,000**

27. Number 16, what type of time line are you looking for? The past 12 months or longer? **This should include contracts cancelled in the last 5 years.**
28. For hired labor, is the County looking for 1 Food Service Director, 2 fulltime and 1 part-time workers and currently is the FSD salary or hourly. **The County will allow the Contractor to determine the staff needed to complete the Contract. The current staff are paid hourly.**

Answers as of April 21, 2025.

RFP New Questions as of April 22, 2025

1. Can the final proposal be emailed to tmhook@oneidacountywi.gov? **Yes**
2. Can you please provide the current meal rate/scale being charged by the current vendor? **Yes upon request by the vendor emailing tmhook@oneidacountywi.gov.**
3. Can you please provide the last 6 months of all billing invoices? **Yes upon request by the vendor emailing tmhook@oneidacountywi.gov.**
4. Can you please provide a copy of the current food service contract along with amendments, including price adjustments throughout the term of the contract. **Yes upon request by the vendor emailing tmhook@oneidacountywi.gov.**
5. Are there anticipated changes to ADP over the next 3 year; facility expansion or a decrease in population? Please describe if so. **The Oneida County Sheriff's Office currently houses inmates from the State of Wisconsin. We do not anticipate this changing, but the State of Wisconsin may decide to make a change. We can house up to 203 inmates. We anticipate keeping our ADP between 180-200.**
6. Is the performance bond only required by the awarded vendor, or do proposers need to provide a letter of surety with the response? **The performance bond is required by the awarded vendor at the time of taking over the facility kitchen.**
7. Is there a loading dock or is a truck with liftgate needed for product deliveries? **No. Our maintenance staff assist with deliveries and bring pallets right into the facility.**
8. Page 11, H - The Contractor shall provide equivalent quality replacement supplies as necessary, normal wear and tear excepted, throughout the term of the contract.
 - a. Does this include the contractor replacing any capital equipment that needs replaced due to normal wear and team that is listed in Attachment 1 – Oneida County Inventory? **Please see Question #25 above.**
9. What type of meal tray, cup, and eating utensil are currently being used for service? **We issue cups that do not get returned to the kitchen. Liquids are either a carton of milk or a drink packet. We have sporks and plastic six part trays with lids.**

10. If you require the use of disposable service wares, please indicate where these are needed and the number of those instances on average per day. **Not at this time.**
11. Does the county prefer that the cold meal be offered at breakfast, lunch, or dinner? **Week days we have cold breakfast. Weekends we have hot breakfast and cold supper.**
12. What are the sack meal requirements? **Need to meet calorie count. Two sandwiches with cold cuts, a piece of fruit, a piece of cake or dessert. We currently pay extra for hoagie buns which replaces two sandwiches and they just have one.**
13. What are the medical snacks that you are requesting pricing on? **Diabetic and pregnant snacks usually consist of a sandwich and a piece of fruit. A carton of milk is added for a pregnant woman.**
14. Are any Juveniles being housed at the facility? If so, **We do not house juveniles on a normal basis. If we do house a juvenile, they receive the same meals with an additional carton of milk.**
- a. Please provide the ADP
 - b. What menu adjustments are made to feed them - National School Lunch Program (NSLP), School Breakfast Program (SBP), After School Snack Program (ASSP).
 - c. Are meals billed/reimbursed by offer vs serve?
15. Regarding Inmate workers: **See #17**
- A. How many inmate workers are provided in the operation?
 - B. Will you guarantee a minimum number of inmate workers per shift?
 - C. What are the shift times they work?
 - D. What tasks are they permitted to perform such as cooking, operating equipment, etc.
16. How many current food service employees are working in the operation? Does the administration feel the current level of supervision is satisfactory? Please provide the current staff positions, work schedules, etc. **We have a Food Service Director who is here most of time the kitchen is open. There is one full time and three part time staff. Yes.**
17. What is the starting pay for a Correctional Officer? **\$26.24**

Answers as of April 22, 2025.