



**ONEIDA COUNTY, WISCONSIN**

**REQUEST FOR PROPOSAL**

**FOOD SERVICE FOR INMATES**

**APRIL 11, 2025**

**ONEIDA COUNTY –INMATE FOOD SERVICES**

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This document constitutes a request for proposals from qualified individuals and organizations to furnish those services and products as described herein.

The vendor hereby agrees to provide the items, at the prices quoted, pursuant to the requirements of this document and further agrees that when this document is counter signed by an authorized official of Oneida County a binding agreement, as defined herein, shall exist between the vendor and Oneida County.

**Signature:**\_\_\_\_\_ **Date :**\_\_\_\_\_

**Name:**\_\_\_\_\_

**Company Name:**\_\_\_\_\_

**Mailing Address:**\_\_\_\_\_

\_\_\_\_\_

**Phone Number :** \_\_\_\_\_

-----  
*Notice of Award (For Oneida County Use Only) This proposal is accepted by Oneida County:*

Oneida County, Wisconsin: By: \_\_\_\_\_

Date: \_\_\_\_\_

## **GENERAL CONDITIONS**

### **1. REGULAR PROPOSALS**

Each proposer must comply with all the requirements as directed by this notice. Proposals deemed by Oneida County to be defective or irregular will be rejected. Proposals must be submitted prior to 4:00 p.m., on **May 2, 2025** and submitted to:

Terri Hook, Chief Deputy  
Oneida County Sheriff's Office  
2000 East Winnebago Street  
Rhineland, WI 54501

### **2. INTRODUCTION**

Oneida County, Wisconsin is requesting proposals for the retention of a food service management firm to provide all necessary food, labor, and supplies for the Oneida County Jail, located at our Law Enforcement facility in Rhineland, Wisconsin. This proposal is for a high quality and cost effective food service system. The successful proposer will be responsible for food procurement, food preparation, maintaining supply inventory, and staffing for all administrative and operational functions described herein. The successful vendor will be able to provide food services for approximately 50 – 201 inmates, three meals each day of the year with two of them being hot. The vendor will also make provisions for a medically approved snack program to meet special needs requirements, special meals for three holidays (Easter, Thanksgiving, Christmas), and special meals for religious holidays.

The County seeks an initial contract for a period through **December 31, 2027**, with a planned delivery of food service beginning on or about **June 9, 2025**. Extensions beyond the initial term will be subject to the mutual agreement of the County and the successful vendor.

### **3. REQUESTS FOR ADDITIONAL INFORMATION**

Questions regarding this Request for Proposal (RFP) should be directed to: Chief Deputy Terri Hook, Oneida County Sheriff's Office, (715) 361-5100. Clarifications of questions will be circulated in writing to all proposers.

### **4. OBJECTIVES OF THE RFP:**

- a) To select a professional food service management firm to provide food service for the Oneida County Jail.

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- b) To collect information necessary for the evaluation of competitive proposals submitted by qualified proposers.
- c) To provide for a fair and objective evaluation of proposals.
- d) To result in a contract between the successful proposers and the Oneida County Sheriff that will meet the following objectives:
  - i) To deliver high quality food service that meets or exceeds the standard of the American Correctional Association, and provides wholesome, healthy meals with caloric content of 2,800 calories per day.
  - ii) To operate the food service program at a staffing level that is appropriate to accomplish the tasks contained herein.
  - iii) To operate as an Independent Contractor in a cost effective manner with reporting and accountability to the Corrections Captain or his/her designee.
  - iv) To maintain a cooperative collaborative relationship with the administration and staff of the Oneida County Sheriff's Office.
  - v) To maintain complete and accurate records of meals served and billings for the purpose of providing a monthly report to the Corrections Captain and Chief Deputy.

## **5. SCHEDULE OF EVENTS**

<b>DATE</b>	<b>OCCURENCE</b>
April 11, 2025	RFP issued on project; public notice and solicitation of proposals
May 2, 2025	RFP due date / Review of proposals
May 5-9, 2025	Consideration of Proposal's and/or Selection of Vendor – Contract consideration
May 16, 2025	Contract Award (or decision not to award)
June 9, 2025	New contract date – execute services related to the RFP

**6. QUALIFICATIONS:**

To be considered for the award of this contract, the following minimum qualifications must be met:

- a) The firm must be organized for the purpose of providing food service management within correctional facilities, and must have previous experience with proven effectiveness in the installation and maintenance of high quality services similar to that required as described herein. A firm that is not organized for such purpose, must demonstrate a past food service contract that would substantially conform to this type of setting.
- b) The firm must have a proven ability as evidenced by past performance and current resources and personnel to execute a contract for food services that will begin on or about **June 9, 2025**.
- c) The firm must provide evidence of their ability to meet the insurance requirements specified herein.
- d) The firm must have a central office that is capable of providing satisfactory provision of services to the onsite operation.
- e) For security reasons, a thorough background check of each firm and the personnel who will be assigned to this project, will be performed by the Oneida County Sheriff's Office. Also, the Corrections Captain or their designee will have a face to face interview with persons the firm plans to employee in the Jail kitchen.

**7. MODIFICATION / WITHDRAWAL OF PROPOSAL:**

The County will not permit any proposal to be withdrawn except upon a showing of material mistake on the part of the proposer in understanding the obligations contained in the RPF Documents.

**8. PROPOSAL GUARANTEE:**

Proposals must be guaranteed for eighty (80) days following official opening of proposals. By submitting a proposal, each proposer so agrees.

**9. CONDITIONS PRECEDENT TO AWARD:**

The County reserves the right to request and test samples from the apparent successful proposer. The County's evaluation of proposals may include an interview of selected proposers at the proposer's expense. The selected proposers will be notified of the date and time of the interview.

Prior to award of the contract, the apparent successful proposer, if requested by the County, shall furnish current information and date regarding the proposer's resources, personnel, and organization within five (5) days of such request.

Proposers may be required to submit additional information which the Oneida County Sheriff's Office may deem necessary to determine the vendor's qualifications to complete the work.

The County reserves the right to reject the proposal of the apparent successful proposer where available evidence or information does not satisfy the County that the proposer is qualified to properly carry out the terms of the contract.

**10. SUBSTITUTIONS:**

The specifications contained in the county's RFP documents require compliance with the Wisconsin Office of Corrections Rules Governing Adult Detention Facilities, Wisconsin Statute 350, and the American Correctional Association (ACA) Standard for Adult Local Detention Facilities. No specific products are required. Any product selected by the proposer must be of the quality necessary to meet the Rules and Standard. Changes or substitutions of brands or supplies of food product may be made by the proposer, without approval by the County, so long as the quality and variety continue to meet the Rules and Standards. The burden of proof that food quality or services meet the Wisconsin Rules and ACA Standards is upon the proposer.

**11. ALTERNATIVES:**

Proposers may not submit alternative proposals.

**12. DATA PRACTICES:**

Information supplied by a proposer to the County is subject to the Wisconsin Government Data Practices Act. Such information shall become public unless it falls within one of the exceptions in the Act, such as security information, trade secret information, or labor relations information. If a proposer believes any information which is not public will be supplied in its proposal, a proposer shall take reasonable steps to identify for the County which data, if any, fall within the Wisconsin Government Data Practices Act exceptions. If the proposal is not marked in such a way as to identify "not public" data, the County will treat the information as public and release it upon request after the proposal opening. In addition, the County reserves the right to make the final determination of whether data identified by a proposer as not public falls within the exceptions in the Act.

The County assumes no obligation to defend any action by a third party seeking to obtain access to material determined by a proposer not to be public information. Defense of such actions shall be the responsibility of the proposer. The County will release any or all data necessary to comply with an administrative or court order. The County further assumes no

responsibility for any loss or damage which may result from the release of data provided by a proposer to the County.

**13. FORCE MAJEURE**

Neither party will be liable to the other for any failure or delay in rendering performance arising out of causes beyond its control and without its fault or negligence. Such cases may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but the failure or delay must be beyond control and without fault or negligence.

If the proposer's failure to perform is caused by the default of a subcontractor, and if such default arises out of causes beyond the control of both the proposer and subcontractor, and without the fault or negligence of either of them, the proposer shall not be liable for any excess costs for failure to perform, unless the equipment or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the proposer to meet the required delivery schedule.

**14. PROPOSAL FORMAT**

- ☐ Cover letter
- ☐ Explanation of exceptions
- ☐ Company description, qualifications, and references
- ☐ Delivery and implementation schedule
- ☐ Completed cost sheets, with comprehensive, itemized pricing for each element of the proposer's proposal
- ☐ Complete list of any or all requested subcontractors and their qualifications
- ☐ Example menus for one cycle as well as example menu for religious meals (Ramadan)

**15. SELECTION PROCESS**

The Oneida County Sheriff's Office's will exercise an objective rationale in this selection process. This process is outlined in the following subsections.

**15A. EVALUATION RESPONSIBILITY**

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Representatives from the Oneida County Sheriff's Office will have central responsibility for reviewing and evaluating all proposals submitted in response to this RFP.

### **15B. FACTORS OF EVALUATION**

The following criteria will be used to evaluate all proposals:

- Initial costs
- Responsiveness to the intent of the specifications
- Delivery and installation schedules
- Completeness of proposal
- Quality and capability of the service organization

The Oneida County Sheriff's Office shall select one or more proposers deemed to be fully qualified and best suited among those submitting proposals, on the basis of the factors referenced in the RFP, including price. Negotiations shall then be conducted with each of the proposers so selected. Price shall be considered, but will not be the sole determining factor. After negotiations have been conducted with each proposer so selected, the Oneida County Sheriff's Office shall select the proposer who, in the opinion of the Oneida County Sheriff's Office and in consideration of the factors listed above, has made the best overall proposal and shall award the contract to that proposer. Should Oneida County determine in its sole discretion that only one proposer is fully qualified or that one proposer is clearly more highly qualified than the others, a contract may be negotiated and awarded to that proposer. The Oneida County Sheriff's Office and Oneida County has the right to reject any or all proposals.

### **15 C. ORAL PRESENTATIONS**

Proposers may be requested to make an oral presentation. This will follow the screening of certain proposers, based on the information in their proposals and other criteria which the Oneida County Sheriff's Office may deem appropriate. Suitable time will be scheduled for each oral presentation. Each proposer should also allow adequate time during or after this period for questions from the Oneida County Sheriff's Office's personnel, elected officials, agents or advisors to Oneida County.

## **16. OWNERSHIP OF PROPOSAL**

All proposal information submitted will automatically become the property of Oneida County, who reserves the right in its own discretion to:

Reject requests for modifications of any or all proposals

To waive minor immaterial defects in the proposals.



Use without limitation any or all ideas from any proposal

Eliminate from consideration proposals that do not conform to the requirements of this RFP.

**17. SCOPE OF WORK:**

The successful proposer will be expected to provide the following services as part of the food service management program:

a) Meals:

To provide three (3) meals per day to inmates – breakfast, lunch, Huber sack lunch, and dinner to include one cold meal and two hot meals. Meals shall be prepared, cooked, and portioned by civilian labor. Meal delivery shall be set at a time mutually agreed upon between the proposer and Corrections Captain. Early breakfast for Huber-release inmates may also be necessary depending upon the agreed upon time for serving the breakfast meal.

The County also seek a successful proposer who would be willing and able to provide food and meals as necessary in coordinating a response to a community-wide emergency or natural disaster.

b) Employee Staff:

Include list of employees by title and quantity.

c) Billing:

The Contractor shall issue each County one invoice on a monthly basis to be submitted prior to the 10<sup>th</sup> day of each month to the attention of the Corrections Captain and Chief Deputy, specifying the number of meals provided. After approval and verification, payment will be made within thirty (30) days of receipt of invoice. The County qualify for sales tax exemption as a government agency; therefore no pricing within a proposal for food service shall include state or local sales or use taxes.

d) Equipment and Facilities:

The County will provide, install, maintain, repair, and permit the Contractors to use the capital equipment which the County placed within the facility. A list of that equipment is included as an attachment to this RFP and clearly marked “Attachment 1” for Oneida County.

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The proposer should contact the Corrections Captain and arrange for an on-site visit. The proposer should review the equipment identified in the attachments to insure that the equipment is capable of performing all work as proposed.

The Contractor shall take all reasonable measures necessary to assure the County that its equipment is being properly used and maintained. The Contractor will be responsible for repair of damaged equipment due to negligence of employees. The County will provide preventative maintenance and repair service on all County-owned equipment.

The County shall supply all utilities relating to the operation of the food service area. The Contractor will direct efforts at conserving utilities whenever possible. The use of long distance phone toll service shall be limited to operations of the kitchen. The contractor is responsible for reimbursement of any personal phone calls.

The law enforcement facility and kitchen shall at no times be used for the preparation of any foods or beverages other than those products to be delivered to the facilities under contract.

e) **Supplies:**

The Contractor shall provide, if needed, any equipment necessary for the transportation of products, supplies, or personnel. The Contractor shall furnish all supplies, commodities, and equipment not supplied by the County, but which are necessary for the efficient, sanitary, and economically sound operation and provision of the services specified. This shall include all cleaning and paper supplies. If disposable utensils, plates, cups, etc., are used, they are to be biodegradable or able to be recycled or used. Polystyrene is not desirable. Disposable utensils must be provided for all persons identified by staff as having communicable disease.

f) **Security:**

Contract employees will be responsible for the security and control of their County issued keys and work tools. All tools such as knives, peelers, etc., will be kept in a lockable area when not in use. A recorded inventory log shall be maintained of all such items. All knives shall be secured to the cable tethers when they are out of the locked area.

Contract employees will follow established security procedures and will take direction from the correctional staff in an emergency situation.

g) **Sanitation:**

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The Contractor will obey all Federal, State, and local laws and ordinances regarding health, sanitation, and safety. The Contractor shall keep all areas allocated for their use in a state of cleanliness that meets with the satisfaction of the State Jail Inspector or Health Office, and the Oneida County Health Office.

h) Inventory:

The Contractor and the County shall jointly inventory all capital equipment or food service related items under the Contractor's direct control at the inception of the contract and annually thereafter. Copies of the inventory will be retained by the Contractor and by the county. The Contractor shall provide equivalent quality replacement supplies as necessary, normal wear and tear excepted, throughout the term of the contract. All replacement supplies shall become the property of the County.

i) Storage:

The Contractor will provide, within its proposal, a statement detailing how it will provide for the correct handling, prompt storage, rotation and/or issue of food items purchased.

j) ACA and DOC Standards:

The Contractor shall assure that the dietary operation is in compliance with the standards set by the American Correctional Association and the State Office of Corrections and will be of a caloric content not less than 2,800 calories per day. Documentation of menus as they are actually serviced must be maintained and submitted weekly to the Corrections Captain for informational purposes. Proposals shall include sample menus to be served for a period of at least four (4) weeks, preferably including a nutritional analysis of submitted menus and nutrition Compliance Statement, approved by a Registered Dietitian.

k) Nutritional Requirements:

Menus shall be reviewed and approved by the Contractor's Registered Dietitian or other qualified person and will be adjusted according to the recommended dietary allowances stated by the National Academy of Sciences.

l) Special Diets:

Therapeutic diets shall be available upon medical authorization. Specific diets shall be prepared and served to inmates according to the orders of the responsible health authority. Special diets for religious reasons will be accommodated as directed by the policies of the Jail and will meet the requirements of the specific religion. The proposer will work together with the Jail to ensure the meals are correct.

**17A. GENERAL SPECIFICATIONS OF SCOPE OF WORK:**

a) Standards:

All food services shall be provided in accordance with the American Correctional Association as well as all Federal, State, and local laws and regulations governing food service industry.

b) Personnel:

- i) Prior to assignment to the facility, all personnel shall be required to pass a background investigation conducted by the Oneida County Sheriff's Office. The cost of the investigation will be the responsibility of the County. All persons to be employed in the Jail kitchen will meet face to face with the Corrections Captain or his designee before hiring.
- ii) All personnel should comply with current and future Federal, State, and Local laws, and guidelines and policies set forth by the food contractor. All personnel shall comply with certification under Serv/Safe within three months of employment at the facility. All personnel shall receive Prison Rape Elimination Act Training upon hiring and receive updated training on an annual basis. The Jail shall provide this training to the proposer at the Jail's expense.
- iii) Continued assignment of personnel (staff and/or inmate workers) shall be subject to the approval of the Oneida County Sheriff or his/her designee. The proposer is responsible for meeting with each Sheriff, to determine the extent and availability of inmate labor in the facility kitchen.

c) Administrative:

- i) The successful proposer shall adhere to the policies and procedures as established by both the preparers and the Oneida County Sheriff's Offices.
- ii) The successful proposer shall be responsible for ensuring that its staff immediately reports any problems, missing equipment and/or unusual incidents to the Sheriff or his/her designee.

d) Schedules:

- i) The successful proposer shall be responsible for setting up the work schedules of all food service employees in such a manner as to meet all objectives and requirements of the RFP.

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- ii) The Oneida County Jail are contracting for staff and services to be provided by the successful proposer, unless otherwise indicated. Should the level of service required by the contract decline due to a position vacancy, the Contractor shall be responsible for replacement personnel. All replacements shall be subject to the approval of the Oneida County Sheriff's Office.
- e) Security:
  - i) The successful proposer's personnel shall be subject to all the security regulations and procedures of the Oneida County Jail.
- f) Quality Assurance:
  - i) The successful proposer shall provide a comprehensive Quality Assessment and Assurance Program outline concerning the purchase, delivery, storage, preparation and delivery of food within the facility.
- g) Independent Contractor:
- h) Performance Bond:

The Contractor shall be required to furnish a performance bond for this contract in the amount of \$50,000. Such bond must be furnished upon notification by the County and prior to the award of the contract as part of the required budget.

- i) Insurance
  - i) The successful proposer agrees that it will at all times during the terms of the agreement, keep in force and effect insurance policies as outlined below, issued by a company or companies authorized to do business in the State of Wisconsin and satisfactory to Oneida County. Such insurance shall be primary. Upon execution of the agreement, successful proposer shall furnish the County with a Certificate of Insurance and upon request, certified copies of the required insurance policies. The Certificate shall reference this contract and name the County as an additional insured. The County, through the Public Safety Committee and Administrative shall be given ninety (90) days advance notice of cancellation or non-renewal of coverage's during the term of this agreement.
  - ii) *Worker's Compensation and Employer's Liability Insurance.* Statutory worker's compensation benefits and employer's liability insurance with a limit of liability not less than \$100,000 for each accident. Successful proposer shall require subcontractors not protected under its insurance to take out and maintain such insurance. The County shall not be liable to successful proposer's employees arising out of the performance

of work under this agreement. Successful proposer and its worker's compensation insurance carrier agree to waive any and all rights to recovery from the County of worker's compensation claims made by its employees.

iii) *Commercial General Liability Insurance.* Policy shall be written to provide coverage for, but not limited to, the following: premises and operations, products and completed operations, personal injury, and blanket contractual. Limits of liability not less than \$1,000,000 general aggregate, \$1,000,000 products/completed operation aggregate, \$1,000,000 personal injury, \$1,000,000 each occurrence. The County shall be named as an additional insured which should be so stated on the Certificate of Insurance.

iv) *Automobile Liability Insurance.* Business automobile policy covering all owned, hired, and non-owned private passenger autos and commercial vehicles which may be used in conjunction with performance of work under the food service contract. Limit of liability not less than \$500,000 combined single limit.

j) Nondiscrimination:

In connection with the performance of work under this agreement, the successful proposer agrees not to discriminate against any employees, applicant for employment, or actual or potential recipients of services because of age, race, religion, color, marital status, sexual orientation, gender or handicap as defined in Section 504 and the American with Disabilities Act (ADA) developmental disability, or national origin.

**18. NEWS RELEASE**

Proposers shall at no time make any news or advertising releases pertaining to this RFP for any purpose without the prior written approval of the Sheriff of Oneida County.

**THE COUNTY RESERVES THE RIGHT TO REJECT ANY OR ALL PROPOSALS**

**PROPOSAL FORM**

**Oneida County Food Service**

NAME OF PROPOSER:\_\_\_\_\_

ADDRESS:\_\_\_\_\_

TELEPHONE NUMBER:\_\_\_\_\_

STATE OF INCORPORATION (if applicable) \_\_\_\_\_

Proposal Prepared by:\_\_\_\_\_

Contact Person:\_\_\_\_\_Phone:\_\_\_\_\_

**GENERAL REQUIREMENTS**

1. Proposer has attached documents providing background information regarding:

- |    |                               |                              |                             |
|----|-------------------------------|------------------------------|-----------------------------|
| a. | Legal status                  | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| b. | Financial condition           | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| c. | Food service experience       | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| d. | Experience with ACA Standards | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

2.

- a. Proposer has successfully performed correctional food service contract with the following clients and for how long (add more on separate sheet if necessary):

NAME:	DATE(S) OF SERVICE:
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1)_____	_____
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2)_____	_____
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3)_____	_____
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- b. Proposer provides the following correctional references:  
(add more on separate sheet if necessary)

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NAME OF FACILITY	CONTACT PERSON	PHONE
1) _____	_____	_____
2) _____	_____	_____
3) _____	_____	_____
<p>3. Proposer hereby represents that it is capable of providing the quality of food service necessary to meet the Wisconsin Office of Correction Rules and American Correctional Association Standards, and is prepared to accept those Rules and Standards as a minimum acceptable level of performance.</p> <p><input type="checkbox"/> YES                      <input type="checkbox"/> NO</p>		
<p>4. Proposer is prepared (at the County discretion) to post a performance bond in an amount of \$100,000 for the facility. Proposer will post such performance bond in the following manner: (include the name of any corporate surety company to be used)</p> <p>_____</p> <p>_____</p>		
<p>5. Proposer hereby represents that the prices quoted on this proposal form shall not be increased throughout the term of the contract other than any specified price increases for extension years.</p> <p><input type="checkbox"/> YES                      <input type="checkbox"/> NO</p>		
<p>6. Proposer shall maintain sufficient quantities of food products and supplies at the following described storage facility:</p> <p>_____</p> <p>_____</p>		
<p>7. Proposer makes the following warranties or guarantees of performance in conjunction with the proposal.</p> <p>_____</p> <p>_____</p> <p>_____</p>		
<p>8. Proposer shall hire and employ personnel to operate food services at the County facility:</p> <p><input type="checkbox"/> YES                      <input type="checkbox"/> NO</p> <p>(if 'NO', please provide explanation: _____)</p> <p>_____</p>		



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- a. Proposer has attached a list of names that will operate and oversee food services, with background of each.

☐ YES☐ NO

9. a. Proposer proposes to charge the County the following cost per meal (combined count) :

Cost per Meal	50-75	76-100	101-125	126-150	151-175	176-201
Breakfast	\$	\$	\$	\$	\$	\$
Lunch	\$	\$	\$	\$	\$	\$
Dinner	\$	\$	\$	\$	\$	\$
Bag Lunch	\$	\$	\$	\$	\$	\$
Snack*	\$	\$	\$	\$	\$	\$

\*Medical requirement

Special diet added cost per meal \$\_\_\_\_\_

Cost of “snack” \_\_\_\_\_ snack consisting of \_\_\_\_\_

- b. Proposer intends to supply the following equipment and utensils for performance of this contract:\_\_\_\_\_

- b. Proposer intends to utilize the following disposable items in performance of the Contract: \_\_\_\_\_

10. The County wish for the proposer to choose whether it prepares food off-site at the proposer’s location, or if the County Jail kitchen will be used (please check one):

- a. On-site preparation: ☐
- b. Off-site subject to County inspection and approval ☐

11. Proposer has attached a sample menu for a \_\_\_\_\_-week period, seven days per week, three meals per day, and a bag lunch sample menu for seven days per week.

☐ YES☐ NO

(If ‘NO’, please explain \_\_\_\_\_)

(Such food must comply with all rules, regulations, and meet the Office of Corrections Standards and nutrition as outlined for Adult Detention facilities)

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12. The proposed maximum percentage increase which proposer will allow for each of the following years:

January 1, 2026\_\_\_\_\_%

January 1, 2027\_\_\_\_\_%

Proposer shall use January 1 (county fiscal year) dates when proposing any cost increase.

13. Proposer intends to utilize all the equipment provided by County in the kitchen facility for performance of the contract with the following exceptions:

\_\_\_\_\_  
\_\_\_\_\_

14. Proposer intends to follow all of the specifications for food services. Please list exceptions, if any:

\_\_\_\_\_  
\_\_\_\_\_

15. Proposer shall provide a list of correctional facilities where food service is now being performed:

Name of Contact	Date of Contract Start	Beds at Facility
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

16. Proposer shall provide locations where contract for food service has been cancelled. Please include contact name, telephone number and date service ended. List reasons why contract was terminated. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

17. List how many correctional facilities proposers have discontinued service over the past five years with name of facility contact and telephone number. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

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18. Outline a contingency plan that may be required if facility becomes inoperative and if plan requires additional costs or funds. \_\_\_\_\_

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**ATTACHMENT 1 – Oneida County Inventory**

ITEM 1	OUTSIDE WALK IN FREEZER
ITEM 2	BEVERAGE COUNTER
ITEM 3	COFFEE URN
ITEM 4	WALL SHELVES (CHEMICAL STORAGE)
ITEM 5	HOSE BIBB
ITEM 6	DISHTABLES / UTENSIL SINKS (DISHWASHER AREA)
ITEM 7	PRE-RINSE SPRAY ASSEMBLY (DISHWASHER AREA)
ITEM 8	SURGE WASHER (DISHWASHER)
ITEM 9	DISPOSER
ITEM 10	PRE-RINSE SPRAY ASSEMBLY
ITEM 11	DISHWASHER
ITEM 12	BOOSTER HEATER
ITEM 13	CLEAN DISH TABLES (POST DISHWASHER)
ITEM 14	CONDENSATE HOOD
ITEM 15	HAND SINKS
ITEM 16	UTILITY CARTS
ITEM 17	UTILITY WALL AND CHASE
ITEM 18	SHELVING (TRAY / UTENSIL STORAGE)
ITEM 19	DRY STORAGE ROOM SHELVING ( WALK-IN PANTRY)
ITEM 20	TRAY DRYING SHELVING
ITEM 21	FOOD TRANSPORT CARTS

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ITEM 22	TRAY MAKE-UP TABLE
ITEM 23	HOT FOOD WELLS (WORK ISLAND)
ITEM 24	TOASTER
ITEM 25	EXHAUST HOOD (COOKING / FOOD CARTS AREA)
ITEM 26	COMBINATION OVEN
ITEM 27	CONVECTION OVENS
ITEM 28	HOT FOOD CABINET
ITEM 29	ANGLE LEDGE RACKS (N END OF HOT FOOD CABINETS)
ITEM 30	SIX-BURNER RANGE WITH FLAT TOP GRIDDLE
ITEM 31	MICROWAVE
ITEM 32	FLOOR TROUGH (UNDER STEAM KETTLE)
ITEM 33	FIRE SUPPRESSION SYSTEM
ITEM 34	TILTING BRAISING PAN (NEXT TO FOUR BURNER RANGE)
ITEM 35	REFRIGERATION SYSTEM
ITEM 36	WALK-IN COOLER (SW CORNER OF KITCHEN)
ITEM 37	WALK-IN COOLER SHELVING
ITEM 38	WALK-IN FREEZER SHELVING
ITEM 39	WALK-IN FREEZER
ITEM 40	SHELVING (W END OF WORKTABLE / SINK)
ITEM 41	WORKTABLE / SINK
ITEM 42	CAN ORGANIZER CART
ITEM 43	SPRAY ASSEMBLY (WEST WALL WORK AREA)
ITEM 44	MOBILE WORKTABLE

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ITEM 45	SLICER
ITEM 46	SLICER CART
ITEM 47	MIXER CART
ITEM 48	20-QUART MIXER
ITEM 49	WORKTABLE / SINK (DIRECTLY OPPOSITE 4-BURNER RANGE)
ITEM 50	CORNER GUARDS (WALL PROTECTORS)
ITEM 51	DEEP FRYER
ITEM 52	ICE MACHINE
ITEM 53	KNIFE CABINET