



County of El Paso Purchasing Department
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ADDENDUM 2

To: All Interested Proposers
From: Linda Gonzalez, Inventory Bid Technician
Date: April 14, 2008
Subject: RFP # 08-034, (RFP) Inmate Commissary Service for the Detention Facility & Jail Annex

The Purchasing Department received questions relating to the above referenced proposal; the response to the following question:

1. **What is the current population?**
Current ADP is 2221 and we have capacity 2440.
2. **What is your current jail management system?**
We use in house JIMS system, TST software group by Tyler Technology
3. **Who is your current vendor?**
Aramark.
4. **Do they do the food services?**
No, Commissary Only.
5. **Does your software tie into your court system management?**
Yes.
6. **Is Aramark currently tie in with the system for booking integration purposes.**
For the inmates funds yes. Aramark has an interface.
7. **What is your current commission rate?**
42 percent.

8. **What are current sales?**
Average Sales per Week \$30,000.00 to \$31,000.00
Average Commissions per Week \$11,000.00 to \$12,000.00
Average Net Sales per Week \$29,000.00 to \$30,000.00
9. **We are requesting 6 months sales report detail and summary.**
Attachment I
10. **We are requesting current commissary list, menu, items, prices and sizes, phone card sales separate.?**
Attachment II
11. **Do you sell phone cards through the commissary?**
We do for the international calls.
12. **Is that a part of the 60 dollar spending limit?**
No
13. **Who is the phone card vendor?**
We are in the middle of negotiating the final contract.
14. **Are these phone cards put in the commissary bag and delivered by Aramark?**
Yes.
15. **Does Aramark keep stock of the phone cards or do you get them at the jail?**
No, we keep stock.
16. **Are taxes included in the sales?**
Taxes are included.
17. **How many times a week does an inmate order commissary?**
Once a week for both facilities
18. **What hardware will the Sheriff's need us to provide such as PC's, check printers?**
All
19. **How do you release inmates right now do you give them a check or cash?**
We give them 50 dollars cash and the rest in a check.
20. **How are indigents handled?**
The indigents are separate.
21. **What is the contract length going to be for this contract?**
One year with renewal options and it caps at 5 years.

22. *For the on site manager that the Commissary vendor needs to provide it's actually just in El Paso not actually physically at the jail.*
Yes.
23. *Do you have specific days that you want commissary passed out at the Annex and Downtown and possibility specific time too. Can you provide a schedule?*
Yes.
24. *Do you have a specific start date?*
No, specific date. As soon as possible.
25. *Back to the software, I guess you are currently using Aramarks inmate banking software. Who in the Sheriff's Department would utilize that and how many?*
17 (Cashiers, Bookkeepers, Supervisors)
26. *Are you currently delivering commissary directly to the inmate?*
Yes, it is been delivered to the inmate by Aramark.
27. *In the RFP, states it requires a bid bond of 5% if the total contract amount is over hundred thousand. Do you know what we need to provide for you on that for the bid bond?*
If we are giving you data, you should be able to determine the cost of what it would be for a year. Depending on the amount, if over 100,000.00 you determine your five percent.
28. *On # 5 can I get clarification is that referring to commission or is that something different?*
29. *Do you house for any other counties State or Federal?*
Federal.
30. *Do you know the percentage of the population for Federal?*
It varies.
31. *Do you house for ice?*
We house for the US Marshals.
32. *Referencing the wiring necessary to connect the varies points of service do you see any more points of service than you currently have?*
No.
33. *Has the contract you have now meet its term limit? Are they in a month to month?*
Yes, they are in a month to month.

34. How are you receiving inmate's deposits?

Mail and walk in.

35. For the on site manager is there office space available?

No.

Please Note:

Addendum 3 --- Is still pending questions.