



County of El Paso Purchasing Department  
500 East San Antonio, Room 500  
El Paso, Texas 79901  
(915) 546-2048 / Fax: (915) 546-8180

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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

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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.***