



DARLINGTON COUNTY PROCUREMENT

June 9, 2017

QUESTIONS AND ANSWERS:

RFP: W. Glenn Campbell Detention Center Food

RFP# 02-06-20-2017

Darlington County staffs have answered the questions below to the best of our ability.

Answers are in **Red**

1. How many, if any, Kosher meals are being served daily? **We do not a serve any Kosher meals at this time.** Please provide the weekly average number of Kosher meals served. **None currently**
2. Will the county please indicate what meal style is currently provided for Kosher inmates? (e.g. Pre-Packaged...if pre-packaged please provide the monthly menu with verities of the Kosher meals) **We do not serve any Kosher meals at this time.**
3. Would the facility like a menu for staff that is different from the inmate menu? If so, please list your expectations for these meals. **Same menu as the inmates.**
4. Can vendor substitute Gatorade with a Vitamin Fortified Fruit Punch? **Yes, this substitution would be okay for the detention center.**
5. Does client desire for vendor to bid the current menus or are vendors allowed to utilize their own menus? **Vendors are allowed to utilize their own menus; but must submit the copy of the menus.**
6. What is the current expected start date of the contract? **Currently there is no contract the County is exploring options to find best value.**
7. Will the county please provide the monthly Average Daily Population for previous 12 months? **There was an average of 150 inmates to the previous 12 months.**
8. The RFP indicates there are 54 Staff Members per shift. How many shifts per day? Approximately how many staff members are fed each meal period? **There are approximate 30 staff member on day shift from 6am to 6pm Monday thru Friday, on the night shift from 6pm- 6am there are about 10 to 12 staff on duty. On the weekends there is 10 to 12 staff assigned on duty for each shift.**



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9. On page 2, the RFP states it would like several beverages made available (Milk, 2%, Skim, etc.). Are these drinks to be made available for inmates and staff or just staff? **We would like for staff to have a variety of beverages but for the inmates I would prefer to have water, tea or fruit punch.**
10. Will the county provide all the hours of operation for the officer dining room? **We currently do not have an officer's dining room. We have a break room that utilizes vendor machine for snacks and sandwiches. The break room is open 24/7.**
11. Will the vendor be responsible for paying the \$40.00 monthly for Inmate Labor? **Yes**
12. How many inmate workers will require double portions? **There is an average of 28 inmates at the Prison Farm that require double portions of meals.**
13. Will the county further clarify the data provided in the final paragraph of the Personnel Section? For example, "historically an average of four (2)" is listed. Is it four (4) or two (2)? Please clarify entire paragraph. **There are 2 County Employees, 2 Civilian Workers, 3 State Inmates, and 4 County Inmates.**
14. Please provide the following census data monthly for the last 3 months? **The average for the past three months are:**
 - a. **Adult Inmates: 130**
 - b. **Juvenile Inmates: 0**
 - c. **Medical Inmates: 31**
 - d. **Religious: 1**
 - e. **Vegetarian/Lifestyle: 0**
15. Please further define the expectations of "Preventive Maintenance"? **Maintenance that should be performed on each piece of equipment to lessen the likelihood of failing. Normal cleanness and preventive preformed for each equipment.**
16. Will the county confirm whether the individual staff or the facility pay for the staff meals? If individual staff, how much will the staff be responsible for?
If employees obtain a meal from the facility it will be the employee responsibility to pay for their meal. The price should be set by the vendor for the menu.
17. Is there a Juvenile Program? If so, how many? **We do not have a juvenile program at this facility**
18. How many weeks are required for the cycle menu? 4-Weeks are standard. **The four week cycle menu is fine.**
19. What is served to intake inmates? (e.g. bag or trays lunches). **Intake inmates get whatever meal is served at the time they enter the jail. If it's after hours they would**



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receive a bag lunch. When they go to court for the day a bag lunch is ordered from the court by the officer and brought to them there.

20. Can we have a list of all vendors who indicated they will respond to this solicitation? **No**
21. Of the 54 staff members/shift, how many participate in the staff meal service per shift or per meal? **There are approximate 30 staff member on day shift from 6am to 6pm Monday thru Friday, on the night shift from 6pm- 6am there are about 10 to 12 staff on duty. On the weekends there is 10 to 12 staff assigned on duty for each shift.**
22. No menu was provided with the RFP. Can you provide the current menus for inmate meals and staff meals? http://www.darcosc.com/bid_detail_T8_R424.php
23. How often will milk be required on the cycle menu? Will a milk substitute be allowed? Eg: vitamin & calcium fortified beverage. **Milk can be served as need on the menu. We are not serving any substitute fortified beverages at this time.**
24. Are beverages to be served in bulk/cambro containers to the housing units or PC packets? **Beverages are served out of plastic containers in the housing units brought in by the inmate workers.**
25. Will soy be allowed? If so, up to what % of total protein per menu item? **We have not needed to serve soy at this time.**
26. How many Kosher meals are served on average? **We do not serve Kosher meals at this time.**
27. How many housing units will receive individual food carts? Is inmate labor allowed to delivery carts under contractor supervision or will contractor be required to deliver food carts using their own manpower? **At this time there are five food carts deliver throughout the Detention and they are brought to the units by inmate labor. There are four housing units and the booking area that require meals daily. The inmates that work in the kitchen are paid monthly by the Detention Center but this will be required by the vendor if they are to utilize the inmates. The cooks are paid \$40.00 a month and the other inmates that wash and clean are paid \$20.00 a month.**
28. How many inmate workers will be provided to the kitchen operation? **We have three inmates that are state inmates that cook and prep and we have four county inmates that are assigned to the kitchen for cleaning. RFP states a total of 12. There are not 12 inmates in the kitchen at any given time. Is that per day or per shift? This is per shift. How long are the shifts for inmates? They work in the kitchen between 12 and 14 hours a day. The inmates work on a rotate shift.**
29. How will inmate pay be processed? Will County deduct from Contractor's weekly billing or will Contractor write check to County? **Check will be mail to the Detention Center.**



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30. Are the inmates workers assigned to the kitchen the only inmates to receive double portions or are there inmate workers in other areas that should receive double portions? *The inmates in the kitchen and the workers at the Darlington County Prison Farm receive double portions. There are 28 inmates at the Darlington County Prison Farm.*
31. Are the inmate worker double portions required for every meal or just the meals served while they are working/"on duty"? *The inmates at the Prison farm work 6 days a week they will require two hot meals on those days and on holidays they get three hot meals served for that day.*
32. What does "preventative maintenance" on kitchen equipment entail? Is there a requirement above and beyond daily cleaning? *We try to do extra cleaning on the weekends to help maintain the equipment in the kitchen.*
33. What date will services commence under a contract resulting from this RFP?
Currently there is no contract the County is exploring options.
34. What is the average daily population for the last 6 months? *In the past 6 months the population has been an average of 150 inmates daily.*
35. Would the vendor be allowed to add additional equipment to the kitchen, if we were to purchase? *Yes, the vendor should be able to purchase any additional equipment needed in the kitchen area.*
36. Does all of the current equipment work? If not, please describe. *The only complaints I have gotten about the equipment in the kitchen is that the two warmers sometime don't operate as they should. The dishwasher is a lease and was just put in this year. Everything else seen is functional.*
37. Would the County be open to serving a cold meal at dinner? *Depending on what the cold meal is, it can be an option for our center.*