

1. What were the high and low inmate counts for the past year? **886 to 1000 (weekends)**
2. What is the current cost per inmate meal? **0.8860**
3. Will a sliding scale be provided? Will a termination clause for both parties be included in the contract? **Yes--Yes**
4. What are the current meal serving hours and what are the hours of the kitchen operation? **Kitchen operation is from 2:45 a.m. to 7:00 p.m. Breakfast 4:30 to 5:00 a.m., Lunch-11:00 to 11:30 a.m. and Supper-4:00 to 4:30 p.m.**
5. How many areas are the meal carts delivered to? **28 housing units**

Staffing

6. Will the contractor be required to hire the current kitchen staff and what are their hourly rates? **The offeror is asked to proposal two staffing plans. Please see RFP. Please see attachment for current staffing, salaries and benefits for our food service staff. Please note that the part-time position is vacant and may not be replaced.**
7. Does the awarded contractor need to hire the current facility kitchen staff? If so what are their current wages and schedule? **This is negotiable but it would be our desire for the offeror to do so**
8. Will the awarded contractor provide the Food Service Director and will the facility staff work under his direction? **Yes**
9. Are inmate workers currently utilized in the kitchen? If so are they paid? **Yes- No**
10. What duties within the kitchen would the inmates allowed to perform and how many are currently assigned for kitchen duties? **Cleaning, storage, trash removal, sanitation, food preparation and preparing bag lunches under direct supervision, dishwashing, etc.**
11. Do Inmates, under the supervision of DO's deliver meals to each inmate in the pods? **Yes**
12. Does the County pay for Background checks for Vendor employees? **Yes**
13. What are the total facility training hours contractor employees are to receive yearly if any? **Please see RFP for requested training**

Diets and menus

14. How many medical diets are provided daily and type of medical diet? **34 inmates are served diabetic diets**
15. What does the evening medical snack consist of? **Sandwich, fruit and milk**
16. Who provides any liquid supplements required by the Medical Department? **Facility**
17. Do you currently use USDA Commodities? If so what amounts of items have been purchased? **No**
18. Can we receive a copy of the current menu for inmates and staff including portion sizes? **Copies are included**
19. Will the facility consider powdered milk products instead of fluid milk? **No**
20. Are bag meals currently served for either the breakfast or dinner meal? **No, unless the inmate is scheduled to be outside the facility during meal time**
21. If Bag meals are served for breakfast or dinner meal when are the meals passed out currently? **See #20**
22. How many religious diets and are there any kosher meals? **Religious meals-15 and there are no Kosher meals served at this time**
23. How many Meals on Wheels are picked up daily and what days of the week? **Approximately 119 meals Monday through Friday except for major Holidays and inclement weather**
24. What kind of packaging is used for the Meals on Wheels and does the vendor provide the required items? **Three compartment container. This service will be contract by the Offeror with the Pulaski County Department of Aging**

Equipment

25. Will a list of the current equipment be provided to vendors attending the pre-bid? **You may take note of the equipment during your tour on August 25th**
26. Is the County or the Vendor responsible for replacing smallwares: pots, pans, serving utensils, etc.? **Facility**
27. Does the current provider own any kitchen equipment or smallwares? **No**

ODR

28. Are Staff Meals currently served if so what are the current hours for the Officer Dining Hall? **Yes-11:00 a.m. to 1:30 p.m. and 11:00 p.m. to 1:00 a.m.**

29. How many officer/staff meals are served for each meal period? **Averages 25 during the day and 20 at night**
30. What is the price charged for Staff meals. Who currently pays for the meals: Staff or the County? **\$2.36 per meal-all you eat on salad bar and includes seconds on the main menu**
31. Are the staff meals self-serve and are there any all you can eat stations? **Meals are served by a food service employee in the staff dining room**
32. Is the same menu served for all shifts? **Yes**
33. Will vendors receive a copy of the current staff menu? **Menus for staff meals and the inmate meals are attached**
34. Does the County have any plans to expand in the next three years? If so what is the projected maximum capacity after the expansion? **No**
35. Does the facility currently issue inmates cups and spoons/sporks or are disposables used for meal service. **Inmates are issued cups. Sporks are provided and collected after each meal**
36. What size drinks are currently served in the facility. **9 oz**