

ADDENDUM II – RFP Food Services: Issued: August 26, 2016

1. Please provide a copy of a recent sample weekly billing package that includes counts for all 21 individual meals in the week (inmates and staff) so we can accurately see the fluctuations in counts daily or over the weekends. **See billings attached.**

Additionally, please describe the process for the billing of the Laundry chemicals and recent billing history (last month of billing) **Chemicals are provided at no charge**

2. Is there a program that enables inmates to order fresh foods using funds from their commissary account? If so please indicate how the process works and current approved menus and pricing – as well as weekly sales volumes and the Commission percentage/dollar volume paid to the facility. **Yes, the items available are listed on a bubble order form. These meals are delivered on Mondays and Tuesdays. Sales for one week equal \$668.22 and we receive .20 in commission for each meal. Total commission received was \$126.08.**
3. What is the commission the facility is receiving from the Meals on Wheels program? Please confirm commission rate and commission dollars earned or credited over the past month. Is this deducted from billing or does the facility receive a check for these proceeds? **The commission received is .20 per meal. A total of \$461.00 was paid in commission. Commissions are not deducted from our billing but are paid at the end of the month.**
4. Please confirm the current approved menu plan for breakfast beverages. Does each inmate get both coffee and breakfast beverage (milk substitute) or do they have a choice of one or the other? **Inmates receive both coffee and the beverage of the day.**
5. Is the current price of \$0.886 the single approved price for all meals or is there a scale in place? If a scale is used please provide. **See scale**
6. Do any working inmates receive any special incentives such as double portions or extra meals? If so are these billable? Please provide details if this is in place. **Inmate trustees working in the kitchen may receive extra portions and beverages at the discretion of the food vendor. This is not a billable expense.**