

# NOTICE OF ADDENDUM #2

Request for Proposal No. 2016/17-01

## INMATE MEAL SERVICES CURRY COUNTY ADULT AND JUVENILE DETENTION CENTERS

**This one (1) page shall be completed and submitted with all other documents in the Proposal Package.**

### Vendor Information:

By signing this page and submitting a proposal, offeror hereby agree that they have read and understand all terms, conditions, and requirements set forth in the RFP and the attached Addendum #2. In addition, acknowledges the addenda(s) that have been issued.

**Signature:** \_\_\_\_\_

**Print Name & Title:** \_\_\_\_\_

**Firm Name:** \_\_\_\_\_

**Mailing address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Phone & Fax:** \_\_\_\_\_

**E-Mail address:** \_\_\_\_\_

### Addendum acknowledgement:

Addendum #2 Date August 24, 2016 Initials \_\_\_\_\_

### Statement of non-discrimination

Company/Firm does not discriminate on the basis of color, national origin, sex, religion, age or disabled status an employment of the provision of service.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **NOTICE OF ADDENDUM #2**

**Request for Proposal No. 2016/17-01**

### **INMATE MEAL SERVICES CURRY COUNTY ADULT AND JUVENILE DETENTION CENTERS**

**ISSUE DATE: AUGUST 24, 2016**

The Board of County Commissioners of Curry County, State of New Mexico, has issued the following Addendum #1 to the Request for Proposals for Inmate Meal Services Curry County Adult and Juvenile Detention Centers, RFP No. 2016/17-01. The Optional Pre-Proposal Conference was held on August 18, 2016 at 2:00 PM. Addendum #1 was issued on August 23, 2016 and additional questions and clarifications were received on August 24, 2016. The following answers are provided as Addendum #2.

#### **Questions and Answers:**

1. **QUESTION:** Addendum #1 Questions #7 answer: There must be two (2) staff and one (1) Manager during hours of operation. Clarifying question: Is this to include weekends also? Or the normal Monday-Friday?

**ANSWER:** *Two (2) Staff and one (1) Manager during Normal Hours Monday – Friday; For Weekends Manager can be on-call.*

2. **QUESTION:** Can the juvenile menus calorie requirement match those of the NSLP (RCCI) program for breakfast and lunch and the dinner meal be served exactly the same as the adult meal?

**ANSWER:** *Yes, follow juvenile guidelines of NSLP.*

3. **QUESTION:** It was mentioned as the pre-proposal meeting that only one week of sample menus are sufficient for the proposal. Is that correct?

**ANSWER:** Yes, replace #5 under Scope of Work on page 5 with:

*The offeror will be required to serve a balanced diet. Therefore, all offerors, as part of their response to the Request for Proposal, are required to submit regular menu*

*detailing, at a minimum, a seven (7) day meal plan, with specific portion sizes (indicate cooked or raw weight when appropriate) and caloric content and seasoned variations must be included. Menus shall meet or exceed the applicable diet by standards for adult and juvenile inmates and detainees or nutritional and caloric contents as established by the applicable provisions of all applicable New Mexico Statutes.*

4. **QUESTION:** It was mentioned at the Pre-proposal meeting as a question from Trinity if we can receive information on the maintenance costs for the past 2 years on all kitchen equipment?

**ANSWER:** *Since all kitchen cost of equipment is handled by Curry County, we do not see the value to the offeror of reviewing County expense records. We are therefore not including that data for the RFP.*

5. **QUESTION:** RFP Page 13, #19 is it correct in our interpretation, if we provide appropriate preventative maintenance and proper supervision and a piece of equipment needs to be repaired, is that our cost or will the county repair the equipment?

**ANSWER:** *Maintenance will be at the cost to Curry County Adult Detention Center provided contractor provides appropriate preventative maintenance and proper supervision in the use of equipment.*

All of the remaining aspects of the original RFP are not altered by this addendum.

Questions concerning this addendum should be directed to Carol Pipes, Finance Director/Procurement Officer at (575)763-6016 or Mark Gallegos, Detention Administrator at (575)763-1490.