



## ADDENDUM NO. 1

**DATE:** April 8, 2016  
**FROM:** City of Grand Junction Purchasing Division  
**TO:** All Offerors  
**RE:** Inmate Commissary Services RFP-4215-16-NJ

Offerors responding to the above referenced solicitation are hereby instructed that the requirements have been clarified, modified, superseded and supplemented as to this date as hereinafter described.

Please make note of the following clarifications:

- 1. Mandatory Site-Visit Sign-In sheet:** The Site-Visit Sign-In sheet for the mandatory site-visit is attached to this Addendum 1.
- 2. Question 1:** "Is there an interface in place today with New World JMS?"  
**Response:** Yes, Keefe has an existing interface with New World.
- 3. Question 2:** "Would there be a charge to interface with New World?"  
**Response:** We assume New World would charge for any new interface with their JMS and the cost of the interface would be the responsibility of the awarded offeror.
- 4. Question 3:** "Are restrictions sent to the commissary vendor via interface or manually entered in the commissary POS application?"  
**Response:** Currently, sanctions/restrictions are manually entered by staff in the commissary software system.
- 5. Question 4:** "Will the vendor have to provide any equipment such as PC's or printers?"  
**Response:** Currently, Keefe's software is internet based and is installed and operated on Mesa County computers. If the awarded offeror had a need to install additional PC's or printers, the cost of the additional PC's and printers would be the responsibility of the offeror.
- 6. Question 5:** "Are MICR checks used?"  
**Response:** Currently, MICR check are not being used. Currently, Mesa County issues (non-MICR) checks. Mesa County is interested in other options offerors may have for inmate account balances, to include debit card options.
- 7. Question 6:** "If so, is it the vendors responsibility to provide MICR check printer?"  
**Response:** N/A
- 8. Question 7:** "Who is the phone vendor?"

**Response:** Securus is the current phone vendor. Current Securus contract expires 12/31/16, unless extended.

9. **Question 8:** “Is there any other vendor that interfaces with the banking or commissary system?”

**Response:** There is no other vendor that currently interfaces with the existing New World JMS banking system. Currently there is an interface between Keefe and Securus. Currently, Keefe receives information from New World JMS and that information is then pushed to Securus.

10. **Question 9:** “Will Mesa County allow our PC’s and servers to be installed on their network?”

**Response:** Yes, as long as the system meets our IT security standards.

11. **Question 10:** “If not is it the vendor’s responsibility to run cabling and install network?”

**Response:** If the vendor chooses to install a stand-alone system, the cost would be the responsibility of the vendor.

12. **Question 11:** “Are the inmate POD kiosks on Mesa County’s network or the current vendors network?”

**Response:** The current vendor has a stand-alone system.

13. **Question 12:** “Provide more detail around the following requirement (4.6.12.) The Contractor must be able to convert existing inmate accounting system history, if required by the Owner.”

**Response:** Assuming Mesa County elects to move their banking to the awarded vendor’s banking software system then the vendor will be responsible to migrate (electronically or manually) the account balance/history of the inmates in the facility at that time into the vendor’s banking system. There would not be a requirement or expectation to migrate historical account information for inmates not currently in custody.

14. **Question 13:** “Is the commissary onsite?”

**Response:** Currently, commissary is delivered to the facility on Thursdays, pre-packed and labeled per inmate, then delivered to in the inmate (by staff) on Saturdays.

15. **Question 14:** “What is the average facility population?”

**Response:** Please refer to Section 4.8.3 of the original solicitation.

16. **Question 15:** “What is the number of indigent inmates?”

**Response:** Average number of indigent inmates is 125.

17. **Question 16:** “Please provide a current commissary menu to include item sizes & pricing.”

**Response:** The requested information has been attached to this Addendum 1.

18. **Question 17:** “What is the spending limit?”

**Response:** Current commissary spending limit is \$100.00. There is no limit on phone time purchases.

19. **Question 18:** “What was the revenue over the past 12 months? (excluding phone sales)?”

**Response:** Commissary revenue (gross paid to Commissary vendor), excluding phone sales, from March 2015 – March 2016: \$272,455.00.

20. **Question 19:** “Are phone cards/time sold through the commissary - if so please provide phone revenue for the past 12 months”

**Response:** Yes. Currently, Securus phone time is sold through Keefe. Keefe began selling Securus phone time in October of 2015. Phone time sales October 2015 – March 2016: \$26,486.00.

21. **Question 20:** “Are any type of kits provided? If so please provide the contents, cost per kit and number of kits sold per year.”

**Response:** No kits are currently provided.

22. **Question 21:** “Is an ecommerce program included in the bid? If so provide 12 month ecommerce revenue (if not included in overall revenue figures).”

**Response:** Our current provider does not offer an “ecommerce program” at Mesa County. Mesa County has an interest in inmates’ friends and family being able to add money to an inmate’s account online and/or in the ability for friends and family to purchase commissary items for an inmate online.

23. **Question 24:** “What about running the commissary off-site vs. on-site?”

**Response:** Mesa County is open to offeror’s proposals. Currently, commissary is delivered to the jail weekly, no stock is kept on-site.

24. **Question 25:** “What about additional storage on-site, is there any?”

**Response:** There is the potential for on-site storage, depending on proposal.

25. **Question 26:** “Who currently is responsible for off-loading the deliveries?”

**Response:** Currently, this is handled by delivery driver then Mesa County staff.

26. **Question 27:** “Is the current schedule for delivery and distribution open to change?”

**Response:** Yes. The primary reason commissary is currently delivered on Saturdays is because the pod/facility traffic is slower on Saturdays.

27. **Question 28:** “Pod/section breakdown”

**Response:** See below, each pod or subsection currently has 1 kiosk

<u>Pod or Subsection</u>	<u>Maximum Beds</u>
Cedar 1	29
Cedar 2	8
Cedar 3	16
Spruce	57 (can overflow to 65)
Oak	80
Willow 1	32
Willow 2	16
Willow 3	40
Pinyon 1	20
Pinyon 2	37 (can overflow to 45)

Aspen 1 (female)	20
Aspen 2 (female)	8
Aspen 3 (female)	29
Gym (no current kiosks)	48 (goal of 48 beds)

The original solicitation for the project noted above is amended as noted.

All other conditions of subject remain the same.

Respectfully,



Nicholas C Jones, Buyer  
City of Grand Junction, Colorado

MESA CO JAIL

Order Form : UNASSIGNED ORDER FORM  
 Thursday, April 07, 2016 @11:33

Name : \_\_\_\_\_ CIN : \_\_\_\_\_ Balance : \_\_\_\_\_  
 Block : \_\_\_\_\_ Tier : \_\_\_\_\_ Cell : \_\_\_\_\_

PERSONAL CARE PRODUCTS			5278	2.5 READING GLASSES	9.45	6026	CHILI RAMEN	1.02
0014	2-N1 SHAMPOO + COND	3.91	5279	2.75 READING GLASSES	9.00	6046	CHICKEN RAMEN	1.02
0040	HAIR FOOD W/VITAMIN	3.20	5280	3.00 READING GLASSES	9.45	6050	KK INSTANT RICE	2.32
0102	P-UP A/P DEODORANT F	3.38	5281	3.25 READING GLASSES	9.45	6052	HOT & SPICY VEG RAME	1.02
0106	P-UP WOMENS A/P DEOD	3.38	**PHONE TIME**			6053	CAJUN SHRIMP RAMEN	1.02
0204	HTG BABY OIL 14 OZ.	3.26	9801	\$10 PHONE TIME	10.00	6059	MCHN SHRIMP FLV RAME	1.02
0210	4OZ SKIN CARE LOTION	1.48	9802	\$5 PHONE TIME	5.00	6117	CA CHEESE CRUNCHY	2.98
0214	COCOA & SHEA COND LO	3.38	9803	\$1 PHONE TIME	1.00	6127	HOT SPICY PORK RINDS	1.76
0251	GEN TINACTIN(TOLNAFT	3.26	BEVERAGES			6166	CA BBQ CORN CHIPS	2.37
0255	GEN ACNE 10(BENZL PR	3.85	2005	TC COFFEE (1-STICK)	0.40	6201	BUTTER MICRO POPCORN	1.16
0271	BLISTEX LIP OINTMENT	3.08	2011	KF DECAF(CLRPK W/ZIP	4.31	6208	STUDENT MIX 3.75 OZ.	1.71
0273	LIP BALM	1.95	2015	100% COLOMBIAN FREEZ	4.53	6213	HEALTH MIX	1.71
0284	OLD SPICE HIGH ENDRC	3.68	2041	FRENCH VANILLA CAPPU	2.26	6296	ORIG FLAVOR BEEF JER	2.10
0331	PRO-TECTION SHAVE CR	2.55	2048	NESTEA W/LEMON & SGR	3.64	6300	TWIN BEEF STICK	1.00
0355	SHAMPOO W/ALOE-GINSE	3.26	2067	NESTLE RICH SS HOT C	0.61	6400	(EA)CHWY CHOC CHIP G	1.05
0358	CONDITIONER-ALMOND/S	2.97	2072	(BOX) HOT COCOA	2.54	6401	(BX) GRANOLA BARS VA	3.48
0362	DANDRUFF SHAMP/ALMND	3.91	2073	(1 PKT) SS SF HOT CO	0.53	6415	SS PEANUT BUTTER	0.63
0370	PROPRINAL(GENRC ADVI	0.83	2076	10OZ KF COCOA W/CLRP	3.09	6425	SPCY INST NACHO CHS	1.66
0371	CETAFEN (GENRC TYLEN	0.52	2110	N/S S.S FRUIT PNCH	0.49	6512	6 OZ LA HOT SAUCE	1.54
0400	IRISH SPRING 3.2OZ S	2.07	2115	N/S SS BLACK CHRYS	0.49	6520	(SS) APPLE-CINN OATM	0.74
0409	IVORY SOAP 4-OZ BAR	1.89	2283	KEEFE COLOMBIAN BLEN	4.36	6523	(SS)MPL BRWN SGR OAT	0.74
0414	DIAL SOAP	2.07	2300	6OZ TANG CLEAR	3.26	6540	ZC STRAWBERRY CEREAL	0.74
0424	MOISTURIZING SOAP 5	2.07	2303	6OZ ORANGE DRINK (CL	2.21	6600	FLOUR TORTILLAS	1.88
0444	NEUTROGENA SOAP	4.74	2310	6OZ LEMONADE - CLEAR	2.21	6611	ML KETLE MW POPCORN	1.10
0455	ASPRIN 2/PK	0.36	2330	6OZ TR PUNCH KOOLAID	2.21	6700	SV REFRLED BEANS	2.87
0491	SOAP DISH 2PC	1.31	2334	KOOL AID - CLR CHERR	2.21	6710	SV CHIL FLRV BEANS&	1.88
0501	SUAVE DAILY CLARIFYI	3.38	COOKIES/CRACKERS/PASTRIES			6826	FRESH CATCH TUNA 4.2	2.48
0502	SUAVE WATERFALL MIST	3.38	3004	ZC PB CREME COOKIES	1.27	Signature: _____		
0519	COLGATE TARTAR CNTRL	2.55	3006	ZC VANILLA CREMES 14	3.70	Date: _____		
0530	COOL WAVE CLR TOOTHP	2.73	3007	ZC DUPLX CREMES 14	3.70			
0591	DENT. CLEANER 1 TABL	0.19	3020	OREO SANDWICH COOKIE	1.05			
0595	2.5OZ EFFERGRIP	5.35	3031	ZC ORNG-PNAPPLE CRMS	1.05			
0640	(PK) ROLAIDS 3/ROLLS	3.56	3050	ZC CHOC CHIP COOKIES	3.75			
0674	HALLS CHERRY COUGH D	1.42	3107	(BOX)SALTINE CRACKER	3.31			
0680	1 DAY MULTI-VIT(NO I	4.03	3114	SNACK CRACKERS (LIKE	3.31			
0691	ARTIFICIAL TEARS	2.88	3118	WHEAT THINS	3.09			
0821	PALM BRUSH	1.72	3124	PEANUT BUTTER CRKRS	0.93			
0825	SMALL AFRO PIK	1.55	3130	CHEESE SAND CRKRS(SL	0.93			
0855	PONYTAIL HOLDER	0.36	3218	BROWNIE	0.95			
MISCELLANEOUS			3230	(EA) ZC PB WAFERS	0.66			
1001	LARGE STAMPED ENVELO	0.74	3231	(EA) OATMEAL & CREME	0.39			
1015	MANILLA ENVELOPE	0.76	3236	(EA) ZC SWISS ROLLS	0.71			
1049	1 EACH 1ST CLASS STA	0.49	3270	ZC CHOC CREME CUPCAK	1.31			
1060	8.5 X 11 LETTER PAD	2.73	CANDY					
1070	SKETCH PAD 8.5 X 11	1.42	4001	M&M PEANUT	1.15			
1081	COLORLED PENCILS 12/B	3.38	4004	BABY RUTH	1.15			
1087	SPANISH ENGLISH DICT	2.61	4005	BUTTERFINGER CANDY B	1.15			
1089	PEN CLEAR (BLACK INK)	0.60	4010	SNICKERS BAR	1.15			
1090	PEN CLEAR (BLUE INK)	0.47	4013	MILKY WAY CANDY BAR	1.15			
1100	BIRTHDAY CARD	2.49	4019	CHICK O STICK	0.58			
1101	JUVENILE BIRTHDAY CA	2.37	4020	PAYDAY	1.15			
1106	LOVE CARD	2.49	4035	REESES P/BUTTER CUP	1.15			
1107	MISS YOU CARD	2.49	4037	HERSHEY'S W/ALMONDS	1.15			
1193	AMERICAN HRTG DICTIO	9.94	4100	BUTTERSCOTCH BUTONS	1.74			
1256	FOAM EAR PLUG	0.76	4115	RED LICORICE BITES	1.18			
1303	BICYCLE US PLAYING C	3.61	4120	ROOTBEER BARRELS	1.74			
1305	PINOCHLE CARDS	2.61	4121	JELLY BEANS 4.25 OZ.	1.61			
1308	WORD SEARCH BOOK	2.73	4130	SUGAR FREE MINTS 1/R	1.10			
1400	BOWL	1.31	4135	JOLLY RANCHERS ASST.	1.84			
1451	MED. SHOWER SHOE	2.26	4146	ATOMIC FIRE BALLS	1.74			
1452	LG. SHOWER SHOE	2.26	4150	SOUR FRUIT BALLS 4.2	1.74			
1751	SZ 7 V4ORCE SWAGGER	37.77	4155	SUGAR FREE WILD FRUI	1.74			
1753	SZ 8 V4ORCE SWAGGER	41.54	FOOD/SNACK					
1761	SZ 13 V4ORCE SWAGGER	35.98	2616	JL BEEF/CHEESE STICK	1.27			
1853	SZ 9 V4ORCE SWAGGER	41.54	2664	MACARONI & CHEESE 3	1.66			
1854	SZ 10 V4ORCE SWAGGER	41.54	2666	CHEESY RICE 2 OZ	1.38			
3618	PENCIL W/ARROWHEAD E	0.50	2669	SPICY CHEESY REFRID	1.32			
5274	1.50 READING GLASSES	9.45	3584	BC HOT & SPICY 5-OZ	2.10			
5275	1.75 READING GLASSES	9.00	3585	BEEF SUMMER SAUSAGE	2.10			
5276	READING GLASSES 2.0	9.00	6013	CAJUN CHICKEN RAMEN	1.02			
5277	2.25 READING GLASSES	9.45	6018	TEXAS BEEF RAMEN SOU	1.02			



**SITE/VISIT SIGN-IN SHEET**

SOLICITATION TITLE:	Inmate Commissary Services
SOLICITATION NUMBER:	RFP-4215-16-NJ
SITE VISIT DATE:	Thursday, April 07, 2016
SITE VISIT TIME:	10:00 AM MDT

	Company Name	Representative Name	Phone Number	Email
1	Turnkey Corrections	Clint Moxey	775-750-1353	Clintm@TKC32M.Com
2	Keffe Group	Jody White	314-264-2941 <del>717-653-2704</del>	Jwhite@keffegroup.com
3	Trinity Services Group	Ron Torres	505-238-5345	Ronald.Torres@trinityservicesgroup.com
4	Trinity Services Group	Alan Spade	385-227-9309	alan.spade@trinityservicesgroup.com
5	Trinity Services Group	Glen Johnson	385-234-0810	Glen.Johnson@trinityservicesgroup.com
6	Avamark	Meg McGraw	562-665-7691	mcgraw-meghan@avamark.com
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