COUNTY OF ALAMEDA

Questions & Answers

to

RFP No. 901700

### for

**Food Delivery Services**

**Networking/Bidders Conferences Held on July 25, 2019**

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| **This County of Alameda, General Services Agency (GSA), RFP Questions & Answers (Q&A) has been electronically issued to potential bidders via e-mail. E-mail addresses used are those in the County’s Small Local Emerging Business (SLEB) Vendor Database or from other sources. If you have registered or are certified as a SLEB, please ensure that the complete and accurate e-mail address is noted and kept updated in the SLEB Vendor Database. This RFP Q&A will also be posted on the GSA Contracting Opportunities website located at** [**http://acgov.org/gsa\_app/gsa/purchasing/bid\_content/contractopportunities.jsp**](http://acgov.org/gsa_app/gsa/purchasing/bid_content/contractopportunities.jsp) |

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**Responses to Questions**

1. What is Santa Rita Jail’s (SRJ) current population?
	1. **SRJ’s current Average Daily Population (ADP) is approximately 2,400.**
2. Are the quantities for inmate meals, court meals, and staff meals on the Bid Form the quantities for last year’s annual usage?
	1. **Those numbers are from two years ago (Fiscal Year 2017-2018). Fiscal Year 2018-2019 numbers are slightly lower. The quantities listed on the Bid Form are estimates and are not to be construed as a commitment. No minimum or maximum is guaranteed or implied.**
3. Are Sacks offered five or seven days per week?
	1. **Bag lunches are offered seven days a week. Breakfast and Dinner include hot trays, but may also include bagged snacks for some special diets.**
4. Is the cook-chill production done on a five or seven day week schedule?
	1. **Production currently runs seven days a week.**
5. What is the current inmate meal price?
	1. **The current inmate meal price is $1.676 per meal.**
6. What is the current sack meal price?
	1. **The current sack meal price is $1.676 per meal. The current contract does not have separate pricing for bag lunches.**

1. What is the current staff meal price?
	1. **The current staff meal price is $4.938 per meal.**
2. How many performance levees have been handed down over the past three years?
	1. **Eight assessments were made, all during 2018.**
3. What is the current inmate meals service times?
	1. **Breakfast is at 0500 hours, lunch is at 1100 hours and dinner is at 1600 hours. Those are approximate times, and may be adjusted to meet the needs of the housing unit and the facility.**
4. How many coffee stations are located throughout SRJ?
	1. **SRJ has five coffee stations.**
5. Is the coffee service included in the staff meal price?
	1. **Coffee service is not invoiced separately.**
6. What guidelines will the County accept for annual price increase requests?
	1. **That will depend on the overall proposal. However, those increases should be defined for the contract and usually incorporate ADP and contract longevity.**
7. Does the current SRJ inmate menu serve 1% milk seven days per week for breakfast?
	1. **Yes. The current SRJ inmate menu does serve 1% milk seven days per week for breakfast.**
8. What are the current hours of production operations?
	1. **Currently, inmate labor production hours are from 0700 to 1900 hours, with a smaller crew from 2000 hours to midnight. Staff from the current contractor are on site as early as 0500 hours.**
9. Does the County require a minimum staffing pattern?
	1. **The County, in response to recent staffing issues, currently requires a minimum staffing pattern and staff to inmate labor ratio. This may not be the case in the future.**
10. If the County does require a minimum staffing pattern, what are the requirements?
	1. **The current contract requires 15 cook supervisors each week day and 10 cook supervisors per weekend day, with a minimum 1:8 ratio of cook supervisors to inmate workers.**
11. How many religious meals (Kosher and Halal) are served weekly?
	1. **About 200 inmates currently have a Kosher/Halal diet. That number will most likely decrease in the near future, with changes to our preference diet review process.**
12. Can the County provide hourly wage requirements for this RFP?
	1. **No. The County will not provide hourly wage requirements.**
13. How will jail reform affect the current and future ADP?
	1. **Changes in corrections, including bail reform, will have an unknown impact on ADP.**
14. How was the total quantity for inmate meals (3,240,908) on the Bid Form calculated and what formula was used?
	1. **That formula appears to be based on a higher ADP of approximately 2,800 inmates. The quantities listed on the Bid Form are estimates and are not to be construed as a commitment. No minimum or maximum is guaranteed or implied.**
15. Page 31 of the RFP, Section H (EVALUATION CRITERIA/SELECTION COMMITTEE), Item C states:

***Cost:***

*The points for Cost will be computed by dividing the amount of the lowest responsive bid received by each bidder’s total proposed cost.*

*While not reflected in the Cost evaluation points, an evaluation may also be made of:*

1. *Reasonableness (i.e., does the proposed pricing accurately reflect the bidder’s effort to meet requirements and objectives?). (5 Points)*
2. *Realism (i.e., is the proposed cost appropriate to the nature of the products and services to be provided?). (5 Points)*
3. *Affordability (i.e., the ability of the County to finance services). (5 Points)*

*Consideration of price in terms of overall affordability may be controlling in circumstances where two or more proposals are otherwise adjudged to be equal, or when a superior proposal is at a price that the County cannot afford.*

Will the number of employees, employee wages, and employee benefits be calculated or assigned a point value when computing realism and affordability?

**A21)** **No. The number of employees, employee wages, and employee benefits will not be calculated when computing realism and affordability of the proposal.**

1. Does the County anticipate that future jail reform will impact the availability of inmate labor?
	1. **Yes, but the actual impact is unknown. It is possible that inmate labor may actually increase.**
2. Will the County consider a sliding scale for the price per inmate meal?
	1. **Yes. The County will consider a sliding scale for the price per inmate meal.**
3. Should the proposed inmate price per meal include the cost of reusable trays?
	1. **No. The County has historically purchased all trays. Due to recent tray loss issues, the contract was modified to state that the County will purchase up to $500,000 of trays per fiscal year.**
4. Can the County provide the cost of reusable trays over the last 12 months?
	1. **Over the last year (FY2018-2019) the County spent over $520,000 on trays, per the most recent amendment with the current contractor. This was specified in that amendment after the County spent roughly $1,500,000 in the previous fiscal year.**
5. Who is responsible for the management of the inmate trays once they leave the kitchen and how will the trays be accounted for upon their return to the kitchen?
	1. **County staff are responsible for trays once they leave the kitchen, if those meals are to be served on site. For satellite facility food production, the current contractor is responsible for those trays. We are improving our tray accountability system to provide better tracking.**
6. Can the County clarify if the Contractor will be responsible for providing sporks for each inmate meal period?
	1. **Sporks are purchased and provided by the County.**
7. If the Contractor is responsible for providing sporked for each inmate meal period, what is the current annualized usage?
	1. **Sporks are purchased and provided by the County.**
8. Can the Contractor utilize spot buys or special purchases when available?
	1. **Yes. However, spot buys should enhance menus and not cause excessive repetition or lead to decrease in nutritional value or variety.**
9. Can the County provide a “Statement of Work” that outlines the County’s menu substitution policy?
	1. **Page 14 of the RFP, Section E (SPECIFIC REQUIREMENTS), Item 2, Letter i.(7) states:**

***Menu Changes and Substitutions:***

***Bidder shall make all menu changes requested by the Commanding Officer of the facility as long as the change does not increase the price per meal to ACSO and meets all other menu requirements.***

***To plan for such changes, bidder shall utilize the four-week menu cycle. Changes shall be submitted for review and approval by the Contract Administrator four (4) weeks prior to the effective date of the next menu cycle.***

***Except in an emergency, bidder shall not change, by deletion or substitution, items on any menu that have been approved by the ACSO without prior written approval, in order, from bidders dietician, medical provider’s dietician (for changes involving medical diets) and the ACSO Contract Manager.***

***In a non-emergency situation requiring a menu substitution, bidder shall notify the ACSO Contract Manager 24 hours in advance. Non-emergency substitutions shall be reviewed for approval by the bidders dietician and, when applicable, the medical provider’s dietician.***

***An emergency change may be made in situations including, but not limited to, defective ingredients or equipment failures. Determination of what constitutes an emergency regarding menu changes shall be at the sole discretion of ACSO. In the event of an emergency change, the bidder must make best efforts to meet the nutritional content for that meal.***

***Bidder shall be responsible for keeping a detailed record of all substitutions.***

1. Can the County clarify what menu specifications are required to meet pregnancy diets?
	1. **Please see Exhibit L – Pregnancy Diet Menu for the current prenatal diet.**
2. What is the County’s capital plan for the kitchen infrastructure over the next five years?
	1. **Upgrades are planned and carried out on a yearly basis.**
3. Does the current Contractor own any of the televisions, furniture, fixtures, and equipment in the officer dining room? If yes, will bidders be responsible for paying and replacing these items?
	1. **No. The current Contractor does not own any of the televisions, furniture, fixtures, and equipment in the officer dining room.**
4. Where are bidders to list multiple Small Local Emerging Business (SLEB) subcontractors within the proposal?
	1. **Page 9 of Exhibit A within the RFP is the SLEB Partnering Information Sheet. Bidders are to duplicate this page, as needed. This page must be completed and signed by each SLEB and bidder.**

### EXHIBIT C

VENDOR LIST

RFP No. 901700 – Food Delivery Services

Below is the Vendor Bid List for this project consisting of vendors who have been issued a copy of this RFP. This Vendor Bid List is being provided for informational purposes to assist bidders in making contact with other businesses as needed to develop local small and emerging business subcontracting relationships to meet the requirements of the Small Local Emerging Business (SLEB) Program: <http://www.acgov.org/gsa/departments/purchasing/policy/slebpref.htm>.

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| **RFP No. 901700 - Food Delivery Services** |
| **Business Name** | **Contact Name** | **Phone** | **Address** | **City** | **State** | **Email** |
| American Amenities | Larry Kong | 425-489-1899 | 17280 Wdvl Rdmd Rd NE #804 | Woodinville | WA | larry@aai-info.com |
| Aramark Correctional Services, LLC | Karen Russell | 415-244-8474 | 2300 Warrenville Road | Downers Grove | IL | russell-karen@aramark.com |
| Canteen Correctional | Troy Trice | 936-321-6841 | PO Box 132483 | The Woodlands | TX | troy.trice@compass-usa.com |
| CB Enterprises | Terry Wells-Brown | 209-747-0481 | 2208 Pine Street | Ceres | CA | twellsbrown@gmail.com |
| In Stock Supply | Esther Strick | 847-677-7413 | 8051 N. Ridgeway St. | Skokie | IL | esther@instocksupplies.com |
| Keefe Group | Omar Parker | 909-426-6954 | 13369 Valley Blvd. | Fontana | CA | oparker@keefegroup.com |
| Mid-States Services | Laura Mellci | 817-838-8600 | 580 North Beach Street | Fort Worth | TX | bids@1mssi.com |
| Modern Express Courier | Elliott Johnson | 510-306-4948 | 750 4th Street | Oakland  | CA | Elliott@moderncourier.com |
| New Era Foods  | James Franklin Davis | 415-424-3859 | 110 Ryan Industrial Ct., # 9 | San Ramon | CA | jamesfranklindavis@yahoo.com |
| Regal Greetings & Gifts | Maryam Rahbari | 909-466-7071 | PO Box 4311 | Rancho Cucamonga | CA | regalgreetings@sbcglobal.net |
| Swanson Services | Michael Chase | 916-371-4262 | 3136 Industrial Blvd. | Sacramento | CA | mlchase@swansons.net |
| Swanson Services | Brett Pieratt | 303-534-5752 | 2500 W. 4th Ave. #7 | Denver | CO | bwpieratt@swansons.net |
| Trade Ventures Int’l dba Intersect USA | Rachel Richan | (877) 250 – 3200 | 28358 Constellation Rd, #690  | Valencia | CA | rachel.richan@intersectusa.com |
| Trinity Services Group | Don Lee | 855-616-6946  | 6216 Sutter Avenue | Carmichael | CA | don.lee@trinityservicesgroup.com |
| Union Supply | LarryJolly | 661-607-5111 | 24315 Las Palmas St. | Valencia | CA | larry.jolly@yahoo.com |
| Aramark Correctional Services, LLC | Kathy Molinets | 630-271-2926 | 2300 Warrenville Road | Downers Grove | IL | molinets-kathy@aramark.com |