

ADDENDUM #001

Solicitation Number: FDC ITN-20-050

Solicitation Title: Full-Service Food Operations at Select Department Locations

Sealed Replies due by: February 11, 2021 at 2:00 p.m., Eastern Time

Addendum Number: 001

Addendum Date: January 19, 2021

Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

Please be advised that the information contained on the next page is applicable to the original specifications of the above referenced solicitation. Any language being removed is shown as stricken and additional language highlighted.

This Addendum includes the Department's written answers to the written questions received. In addition, this Addendum also includes the following changes.

Change No. 1:

The heading of Section 4.10, Reply Evaluation Criteria, Subsection A, is revised as follows:

A. TECHNICAL REPLY EVALUATION SCORE (0 - ~~700~~ 1000 POINTS)

Responses to Written Questions
ITN-20-050
Full-Service Food Operations at Select Department Locations

Question Number (#)	Question	Answer
1	Do you have a FAQ you can provide us?	No Frequently Asked Questions (FAQ) document exists for this ITN. All publicly available information related to this ITN is available on the Vendor Bid System (VBS) and in the online resources referenced in Section 2.4 of the ITN.
2	(PGM-006) Which of the 25 Major Institutions included in this ITN are ACA Accredited?	All of the Department's Institutions are American Correctional Association (ACA) accredited.
3	(PGM-016) What are the costs associated with background screening?	The cost of a Level II background screening is \$25 per person.
4	(PGM-035) Which Institutions do not have functioning/safe forklifts?	The following Correctional Institutions (CIs) do not have a functional fork lift: Walton CI, Wakulla CI, Santa Rosa CI, Mayo CI Annex, the Reception and Medical Center, Union CI, Hardee CI, Marion CI, Zephyrhills CI, Everglades CI, and Martin CI.
5	What is the current total population to be serviced and what is the current population at each of the 62 locations?	Please see the report titled <i>Inmate Average Daily Population by Service Location</i> , which provides the monthly Average Daily Population (ADP) per location, through November 30, 2020. This report is now available in the Department's online resources referenced in Section 2.4 of the ITN.
6	What is the current population at each location?	Please see the Answer to Question #5.
7	What is the inmate housing capacity at each location?	Please see the Answer to Question #5. The Department's ADP, as defined in Section 1.6 of the ITN, is the best indicator for the population required for service provision, not housing capacity.

8	What is the rolling 12-month ADP for each location?	Please see the Answer to Question #5.
9	What is the segregated population at each location who will be fed in their housing units, i.e., confinement, close management, mental health?	Please see the report titled <u><i>Meal Delivery Method by Service Location</i></u> , which is now available in the online resources referenced in Section 2.4 of the ITN.
10	Are there any Outside Entities which would be serviced from the 62 Food Service Operations, i.e., County Jails?	<p>Taylor CI, Mayo CI Annex, and RMC West provide meals for county jails. The Vendor will receive payment for these meals at the same rate as those meals the Vendor provides at the Department's Service Locations. The Vendor will not be responsible for delivering the meals to the county jails. The Department's related agreements may be reviewed at the following links.</p> <p>Agreement JM059: https://facts.fldfs.com/Search/ContractDetail.aspx?AgencyId=700000&ContractId=JM059</p> <p>Agreement JM060: https://facts.fldfs.com/Search/ContractDetail.aspx?AgencyId=700000&ContractId=JM060</p> <p>Agreement JM061: https://facts.fldfs.com/Search/ContractDetail.aspx?AgencyId=700000&ContractId=JM061</p> <p>Agreement JM062: https://facts.fldfs.com/Search/ContractDetail.aspx?AgencyId=700000&ContractId=JM062</p> <p>Agreement JM063: https://facts.fldfs.com/Search/ContractDetail.aspx?AgencyId=700000&ContractId=JM063&Tab=4</p> <p>Agreement JM064: https://facts.fldfs.com/Search/ContractDetail.aspx?AgencyId=700000&ContractId=JM064</p> <p>Agreement JM065:</p>

		https://facts.fldfs.com/Search/ContractDetail.aspx?AgencyId=700000&ContractId=JM065 Agreement JM066: https://facts.fldfs.com/Search/ContractDetail.aspx?AgencyId=700000&ContractId=JM066
11	How many serving lines are at each location?	Please see the report titled <u><i>Meal Delivery Method by Service Location</i></u> , which is now available in the online resources referenced in Section 2.4 of the ITN.
12	Are any feeding areas being fed out of a satellite location?	Yes, in Region IV, Loxahatchee Road Prison provides meals for West Palm Beach Community Release Center (CRC) and Atlantic CRC.
13	Are any of the locations operating a Kosher kitchen?	The Religious Diet Program (RDP) meals are prepared in a segregated space within the main kitchen, following the Certified Food Option (CFO) Supplemental Instructions to ensure compliance. The CFO Supplemental Instructions are available in the online resources referenced in Section 2.4 of the ITN.
14	How many kosher religious meals are served per meal at each location?	Please see the report titled <u><i>Diet Types by Service Locations</i></u> , which is now available in the online resources referenced in Section 2.4 of the ITN.
15	Would you provide the number of Religious Diets by type and the quantity produced daily for each kitchen operation?	Only the Certified Food Option (Kosher) is available as part of the Religious Diet Program. Please see the Answer to Question #14.
16	Would you provide the number of Therapeutic/Preference Diets by type for each kitchen operation?	Please see the report titled <u><i>Diet Types by Service Locations</i></u> , which is now available in the online resources referenced in Section 2.4 of the ITN.
17	Would you provide the number of weekly sack meals per kitchen?	Please see the report titled <u><i>Meal Delivery Method by Service Location</i></u> , which is now available in the online resources referenced in Section 2.4 of the ITN.
18	Would you provide a list of available kitchen equipment by location to include capacity/size for each?	All accessible information may be found in the report titled <u><i>Kitchen Equipment by Service Location</i></u> , which is now available in the online resources referenced in Section 2.4 of the ITN. Due to the replacement and repair of equipment, the basic equipment available in each kitchen varies per location and is subject to change. The report referenced may include

		extraneous information relating to equipment in locations not currently deemed Service Locations within the ITN.
19	Would you provide the type of inmate tray utilized today with the number of available slots?	<p>The JonesZylon PPST-28 tray is the only tray currently approved for general use. The specifications for this tray can be found here: https://www.joneszylon.com/Media/PPST-28%20spec%20sheet.pdf.</p> <p>If a lid is required, the JonesZylon PPST-28-LID is the only lid currently approved for use. The specifications for this lid can be found here: https://www.joneszylon.com/Media/PPSTL-28%20spec%20sheet.pdf.</p> <p>Some special housing units utilize the Department-approved Correctional Technologies Rock Tray and lid. The specifications for this tray can be found here: https://cortechusa.com/products/food-service/food-trays/rock-tray/.</p> <p>Some inpatient mental health units utilize the Department-approved JonesZylon FXSTB-28 Max-Flex Blend Deep Compartment tray, and associated lid. The specifications for this tray can be found here: https://www.joneszylon.com/Products/Corrections-Products/Dinnerware/Max-Flex-Flexible-Material-Food-Serving-Trays-Cups-Bowls/.</p>
20	(MPP-004) What type of pre-portioned individual serving tray is currently being used for Confinement/Close management/Infirmary etc.?	Please see the Answer to Question #19.
21	Would you provide the number of styro packaged meals sent to inmates by kitchen operation daily, and the number of styro foam meals served per meal at each location?	Please see the report titled <i>Meal Delivery Method by Service Location</i> , which is now available in the online resources referenced in Section 2.4 of the ITN. The numbers reflected in this report are currently highly variable based on the operational environment at the Service Location on any given day.
22	<p>a. How many hourly employees work in each kitchen today?</p> <p>b. How many hours per week do they work on average?</p>	<p>a. Please see the report titled <i>Food Service Total Positions and Current Employees by Service Location</i>, which is now available in the online resources referenced in Section 2.4 of the ITN. This report provides staffing per Major Institution, inclusive of its satellite facilities.</p>

	c. Are any of the CRC or Work Camp food service shifts covered by COs?	<p>b. Historically, there are at least one (1) Food Service Director and six (6) full-time hourly workers at each Main Unit and Annex. Work Camps and Road Prison locations typically have (one) 1 supervisor/lead worker and two (2) full-time hourly workers. Full-time employees generally work 40 hours per week.</p> <p>c. Correctional Officers only assist with the security and supervision of Inmates assigned to work in the food service area(s).</p>
23	Are any of the locations listed currently closed due to staffing concerns or covid?	No.
24	Would you please provide a copy of the current FL DOC Food Service monitoring report?	Please see the most recent monitoring reports for the current contractor at Hardee CI, Jefferson CI, Marion CI, and New River CI, which are now available in the online resources referenced in Section 2.4 of the ITN.
25	Would you please provide the last 5 years of imposed liquidated damages on Trinity – by year, by location with reason?	Neither the current contract nor prospective Contract impose liquidated damages. However, both do allow for the assessment of financial consequences relating to specific performance deficiencies. Please see the report titled <u><i>Financial Consequences Assessed by Service Location</i></u> , which is now available in the online resources referenced in Section 2.4 of the ITN.
26	Post-award, is the Department amenable to job offers being extended to current food service staff?	Yes.
27	What is the current food service staffing for the Food Service Locations in the ITN's scope?	Please see the Answer to Question #22.
28	Please confirm that FL DOC intends to take full advantage of the awarded vendor's food service technology and, in doing so, eliminate some	The Department is seeking a solution that allows it to achieve the goals of the ITN, including the expansion of modern technology to enhance operations and improve the efficiency of full-

	manual processes including the department's FPS Microsoft Excel workbook.	service food operations, as listed in Section 2.5 of the ITN. Vendors should include information on innovative solutions within TAB F of their Reply.
29	<p>a. Referencing the Master Product List, is there flexibility in both the pack size and description listed? For example, brown sugar is listed as 24/1 lb, but is it acceptable to utilize in 50 lb bags?</p> <p>b. Additionally, most specifications indicate complying with specific commercial item descriptions (CID). If products do not have or meet the CIDs, will alternatives be considered?</p>	<p>a. Yes; however, totes (typically 2,000 lbs of bulk product) are prohibited.</p> <p>b. Yes, after receiving written approval from the Contract Manager or designee.</p>
30	Referencing the expanded recipes file, is it a requirement to follow the exact recipes provided in the ITN or can the contractor use their own "tried and true" recipes that are quite similar and have been in existence for decades?	The Successful Vendor must follow the Master Menu recipes as written, unless an alternative recipe is approved by the Contract Manager or designee.
31	<p>IF FL DOC recipes in the expanded recipe file included in the ITN are required to be followed exactly, please provide a full list of ingredients and products including manufacturers, included those not found in the Master Product List:</p> <p>Seasonings: mojo seasoning and taco seasoning</p> <p>Mixes: cream of potato soup mix, mix gravy country, a la king sauce mix, red sauce mix</p> <p>Sauces: sauce spaghetti/marinara</p>	Please see the document titled <u><i>Ingredients and Products List</i></u> , which is now available in the online resources referenced in Section 2.4 of the ITN.

	Beverages: cherry, grape, tea, mix drink beverage, drink morning beverage chocolate, citrus sunrise, strawberry banana, drink beverage pouch, drink mix orange high calorie instant	
32	Is it acceptable for the awarded vendor to use their current manufacturer for fortified drink mixes? Nutritional panels may vary slightly from those included in the FL specifications, but assuming as long as the DRIs are met for the population, this variation would be acceptable.	Yes, with the review and approval of the Contract Manager or designee. Vendors are encouraged to elaborate on innovative solutions, ideas, pricing structures, or tools for service improvement in TAB F of their Reply.
33	When the menu lists condiments as either bulk or pc, is it safe to assume some facilities are purchasing bulk while others are purchasing pc and if so, is this driven by the individual facility? Can you provide a breakdown of who is using which?	The Department does not currently track this information because it currently varies by Service Location. The Department intends to allow the Successful Vendor to deploy either bulk or individually-packaged condiments, as long as they meet Department guidelines for portion control, security, and food safety.
34	When the menu lists 'fruit drink ½ cup' at breakfast, can you clarify if this is a juice or simply a fortified fruit drink and provide the recipe and product specification?	Please see the Answer to Question #31.
35	When an item appears to be missing from the menu (example: week 2 Sunday dinner doesn't include bread with the chicken salad), would you like the vendor to add it to complete the meal?	When the annual Master Menu is certified, the Contract Manager or designee will discuss the changes and provide all four weeks' worth of menus in advance to the Successful Vendor for review. If the Successful Vendor has any questions or concerns about the menu, including any missing items, that would be the time to address those concerns with the Contract Manager or designee.
36	Please explain how and when the Seasonal Menu and Incentivized Seasonal Menu are used. Both are very similar with minor differences (buns	The Department created a Seasonal Menu in 2020 to address heat mitigation concerns in the kitchens, allowing cold meals at dinner to minimize oven use during the hottest times of the day. Each Service Location has the option to swap out a hot lunch and dinner each day with a

	instead of bread and beef hot dogs instead of poultry hot dogs).	cold meal to reduce heat in the food service area(s). The Department anticipates continued use of a Seasonal Menu each year between May – September. Incentivized Menus are those menus utilized at the Department’s five (5) incentivized Correctional Institutions. The Incentivized Menu generally follows the Master Menu, but deploys enhanced offerings (e.g. a hamburger bun rather than slices of bread).
37	Will the Department allow the vendor to utilize the Department's network (copper/dark fiber) infrastructure segments, separated from the Department's network? If so, is there a cost to do this?	Per Section 3.4.6 of the ITN, the Successful Vendor will be required to establish and maintain its own information technology network, if such a network is required to provide the services sought in the ITN.
38	Does the existing Food Service Vendor utilize the department’s network or provide their network?	The current contractor uses the Department’s network; however the Department is working to discontinue all vendor use of its network(s).
39	Please provide the existing network topology for the local area network for each facility's foodservice hall.	The Department does not maintain a physical topology of its network, and the logical topology is not relevant since the Vendor is required to establish its own network if it requires use of a network for service provision.
40	Please provide a list – by facility – of Internet Service Providers that are currently coming into the Dmarc for the foodservice hall.	The Department utilizes State-managed contracts to achieve its network infrastructure, and does not maintain a list of local data circuit providers.
41	Will the department accept DocuSign for the vendor Signature on the Reply/Bid Bond?	The Department will accept DocuSign or other verifiable electronic signatures on all Reply documents, including the Reply Bond.
42	Are any juveniles at the locations contemplated in the ITN? If so, would you provide a copy of the juvenile menus?	While the Department does have Inmates under the age of 18, it does not have a separate “juvenile” menu.
43	If juveniles are located in the ITN’s contemplated locations, do you participate with the NSLP?	No. Please see the Answer to Question #42.

44	During site visits, the feeding of confinement and CM offenders was demonstrated inside the housing areas. Is it the desire of the department to have the vendor deliver & serve meals or would this remain as security function as conducted today?	The Department's security staff will continue to be involved in meal delivery to Inmates in all special housing units, generally utilizing Inmate orderlies. Vendors are encouraged to provide innovative solutions, for meal delivery that assist in accomplishing the goals of the ITN, in TAB F of their Reply.
45	During site visits, different numbers of food service workers were present due to short-staffed situations. Would you provide the current expected institutional food service staffing for each kitchen contemplated in the ITN?	The Department is looking for the Vendor to propose a Staffing Plan, based on its expertise, that allows the Vendor to meet all of the requirements of the ITN. Please see the Answer to Question #22 for current staffing.
46	During the site visits, school lunch trays were being utilized for dining hall feeding. When the facility goes on lock-down (due to Covid or other) are there sufficient insulated trays to transport meals to housing areas?	No, the Department utilizes Styrofoam trays or bagged meals during lockdowns or other times when meals must be delivered to inmate housing areas, with the exception of meals provided to inmates in special housing units.
47	Would you confirm that utilization of farm products in lieu of a menu item would not count as a substitution?	The Successful Vendor must use the Department's farm produce as prescribed in the authorized substitution list. The use of the Department's farm produce will not count toward the 10% of Department-approved substitutions when evaluating the Vendor's performance under PM-002 of the ITN.
48	Which locations contemplated in the ITN are currently closed?	Franklin CI Work Camp, Santa Rosa CI Work Camp, Jackson Work Camp, Taylor CI Annex, Taylor CI Work Camp, Suwannee CI Work Camp, Hamilton Work Camp, and Columbia Work Camp.
49	If any locations have operational staff meal service today, please provide each locations staff dining menu offerings.	Santa Rosa CI is the only Service Location currently providing staff meals. Meals are identical to those served to Inmates and are available for staff to purchase for \$1.00 each. Meals are served in take-out containers with disposable utensils. There is not any dining space currently designated for staff use.

50	MPP-008 references an Enhanced Meal available for staff that is paid for the staff or guest directly. Can you please share the current price for this meal, and provide the current menu?	There are no current locations that offer enhanced meals, apart from the meals served to Inmates.
51	Can you please share total staff population, per shift, at each of the institutions?	Please see Exhibit A of this Addendum.
52	Does each institution have preferred or current operational hours of operation for staff dining?	Santa Rosa CI currently offers meals for staff from 10:00 a.m. until 3:00 p.m., Monday through Friday. The Department is interested in Vendors' innovative solutions regarding staff dining options as indicated in Section 2.9.2 of the ITN, including the expansion of operational hours and delivery methods.
53	Would you provide pictures and floorplans of the current staff dining kitchens and dining rooms be provided for each institution? Please include square footage.	Currently, meals are only available for staff to carry-out, and are prepared using the existing kitchens where Inmate meals are prepared. No staff or guest dining kitchens or dining room floorplans are available as there are no designated staff meal kitchens or designated dining areas currently.
54	When was the last renovation for each of the staff dining establishments?	Please see the Answer to Question #53.
55	What amenities do each of the staff dining locations provide? Free coffee? Televisions?	Please see the Answer to Question #53. The Department is interested in Vendors' innovative solutions regarding staff dining options as indicated in Section 2.9.2 of the ITN.
56	Do each of the staff dining facilities have its own kitchen to prepare staff meals, or would it be	Please see the Answer to Question #53.

	<p>prepared commissary style and distributed throughout the institution?</p> <p>If commissary style, are transportation vehicles provided?</p>	
57	Please provide a list of staff dining equipment available at each institution.	Please see the answer to Question #53.
58	Is the preference for staff meals to be prepared and served by offenders or contractor staff?	The Department is interested in Vendors' innovative solutions regarding staff dining options as indicated in Section 2.9.2 of the ITN, including the expansion of operational hours and delivery methods. Vendors should include those ideas in TAB F of their Reply.
59	What is the length of time for officers and staff lunch break?	Most staff are scheduled for a 30-60 minute lunch break.
60	Would the vendor have access to internet at each institution within the staff dining area? Is it WIFI?	No. There are no current staff dining areas, and the Successful Vendor would be required to establish any network needed to provide services, as indicated in Section 3.4.6 of the ITN.
61	Section 2.9.2. indicates that credit cards are not permitted into the secure perimeter. Is this practice still in effect?	Yes, the Department does not allow credit cards inside the secure perimeter.
62	Please provide pictures and floorplans of the current offender dining room? 2 or 3 examples would be sufficient.	Please see Exhibit B of this Addendum.
63	Is meal service handled the same at each type of institution? Can you describe the experience at the different institutions? ie Transitional Center, Community Release, etc.	Yes, depending upon the Service Location's Inmate population and mission.

64	Are there any higher education institutions currently educating offenders inside the FL DOC?	Yes.
65	Are there any culinary arts programs at any of the institutions? If yes, what locations?	None of the Service Locations currently operate a Culinary Arts Program; however, a few Institutions not part of this ITN have a program (e.g. Lowell CI), and the Department is seeking to expand vocational programming for Inmates. Please see Section 2.9.1 of the ITN.
66	Where are the farms located, and what do each of the farms produce?	The Department's farm programs provide a variety of produce, which typically includes the following: bell peppers, bok choy, broccoli, cabbage, cantaloupe, carrots, cauliflower, collards, corn, cucumbers, eggplant, green beans, kale, lettuce, mustard greens, okra, onions, oranges, radishes, red potatoes, spinach, squash, sweet potatoes, tomatoes (regular and grape/cherry), turnips, watermelon, and zucchini. Since the Department transports farm produce from its locations to the Service Locations, the farm locations are not relevant.
67	Is there ever a time where pre-packaged Kosher and/or Halal meals are required to be served or is the religious menu included in the RFP the only option in use?	The Certified Food Option is the only meal approved by the Department under the RDP. The Department has transitioned away from pre-packaged Kosher meals and now provides meals using shelf-stable items and fresh vegetables and fruits. There is a Passover Menu approved annually. Non-leaven Matzo crackers are served with the Passover meals instead of regular Kosher crackers.
68	PGM-015 – can you provide a copy of all the Department's personnel policy and procedure guidelines, most specifically its rules of conduct, employee attire, and any other security procedures not outlined in Attachment XI?	Please see Procedures 208.003, 208.064, and the Department's Employee Handbook, which can now be found in the online resources referenced in Section 2.4 of the ITN.
69	PGM-016b – how will the selected vendor know or be notified of persons who have been barred from Department Institutions prior to employing them?	Generally, security staff who receive the background screening results will provide notification to the Vendor.

70	What are the Department's onboarding requirements for contractor staff? Can you provide a sample training schedule or module, to include time commitments, if applicable?	The Department has general training requirements for all contracted staff who work within its Institutions. Additional training may be required by a Warden of a particular location based on its mission and Inmate population. Specific onboarding requirements will be conveyed to the Successful Vendor upon implementation of the Contract. Typically, new employee orientation and training lasts for two (2) days.
71	Are any current food service staff members unionized or subject to a collective bargaining agreement?	Not to the Department's knowledge.
72	Are any food service staff members, to include food management team, certified staff per Department classification?	No. All food service staff serve in non-certified positions. The Department assigns a certified officer to the food service area for supervision of Inmates; however, they are not part of the food service operation oversight. There is no requirement that food service positions be filled with certified officers.
73	Upon award of contract, will the selected vendor have access to current food service staff to discuss transition within their facilities to vendor's positions? How quickly after award would vendor be able to speak with staff?	For Department-operated positions, the Contract Manager, or designee, will work with the Successful Vendor to identify available food service staff during service implementation under the new Contract. For locations currently privatized, the Successful Vendor may speak directly with food service staff about employment, as appropriate.
74	Can you provide the total amount of payments to Trinity for food service during the past fiscal year?	In fiscal year 2019-2020, the Department paid \$5,275,599.08 under Contract C2816, which contains different requirements and Service Locations. A link to view the current contract is provided in Section 2.4 of the ITN.
75	For adequate protection amongst all parties, would the department consider price adjustments annually based on CPI Food Away From Home or another CPI metric in lieu of a single price for the first five years and another for the second 5 year term?	The Department intends to award a Contract with firm pricing for the Base (Initial) Term and firm pricing throughout the Renewal Term. The Department reserves the right to consider alternative pricing structures during the negotiation phase of the ITN process. Vendors should include areas they would like to discuss in TAB F of their Replies.

76	Meal Service Operations Requirements No. MSO-005 through MSO-009, refers to contractor's responsibility to maintain, repair, and replace equipment for any cause. Is it the department's expectation that the contractor pay for all food service equipment?	<p>The Department will repair its existing equipment as long as the Successful Vendor maintains and cleans the equipment, per the manufacturer's instruction manual, unless the Department determines the Successful Vendor is responsible for the equipment's damage due to inadequate Vendor oversight or negligence. The Vendor shall be responsible for replacing Department-owned food service equipment and smallware that become unusable and are irreparable due to wear and tear during the term of the Contract. If the Vendor requires additional equipment than that provided at a Service Location, the Vendor shall be responsible for purchasing the additional equipment needed, as well as for the maintenance and repair of that additional equipment.</p> <p>These requirements apply to food production and service equipment only and do not apply to cold storage and dish machines/dishwashers. The amount of any related dishwasher lease payments will be deducted from the Vendor's monthly invoice, if any leased dishwashers are provided by the Department.</p>
77	Section 2.8 – Under the current contract the vendor has not received an annual price escalator. Will the Department allow for annual price increases in this contract or is it the Department's expectation that the pricing will remain firm for the entire 5-year base term?	Please see the Answer to Question #75.
78	Section 2.8 – Same for the option term. Will the Department allow for annual price increases in the option period or will the option period pricing remain firm for an additional 5 years?	Please see the Answer to Question #75.
79	Section 2.8 – Is it the Department's expectation that all meal types will be billed based on average daily population by meal type for each month?	Yes. It is anticipated that the meal types will each have a daily rate price that is invoiced based upon the ADP for that month. If a Vendor has a suggestion for an alternative pricing model, it may provide such in TAB F of its Reply, but must also still complete the Attachment II-Price Information Sheet, as required.

80	<p>Section 3.1 – ITN requires meals are prepared in accordance with Master Menu and Department approved recipes based on established product specifications as noted on the Master Products List. Can the Department provide the most current Master Product List? Detailed specifications are needed in order to ensure all vendors are utilizing products required and consistent with current menus used at DOC run locations.</p>	<p>Please see the document titled <u><i>FDC Food and Non-Food Product Specifications</i></u>, which is now available in the online resources referenced in Section 2.4 of the ITN.</p>
81	<p>Deviations from the Master Product List are not currently allowed. Will the Department continue with this policy of not allowing deviations from the Master Product List or will they allow alternate food product specifications and developing new recipes to accommodate alternate food specifications? Examples of items in the Master Products List that have not been allowed to be substituted or replaced under the current contract are as follows:</p> <p>CHICKEN, LEG QUARTERS, FROZEN: processed from U.S Grade A chickens; broilers/fryers; individually frozen; packed in 2 mil low density polyethylene bags; 9 - 14 oz portions; processing and delivery standards to comply with Title 9 CFR 381.66; 40 lb case</p> <p>All Patties, 50/50 SOY BLEND, 4 oz pre-cooked weight; 50/50 blend mechanically separated turkey or chicken/VPP; VPP allowed in</p>	<p>The Successful Vendor must follow the Department's Master Product List. Deviations must be pre-approved by the Contract Manager or designee.</p>

	<p>accordance with Title 7 CFR 210; 18% protein by weight when fully rehydrated or formulated; not to exceed 15% fat; not to exceed 300mg sodium per 113.2g (4 oz); Approved Brands: PRIDE, Miami Beef or approved equivalent; 80/4 oz case</p> <p>POULTRY FRANKS, FROZEN: made from turkey or chicken; no internal organs; fat not to exceed 20%; USDA or FDA inspected; 10 to 1; individual links; gluten-free; 1 mil poly bag to protect entire case; Approved brands: Jennie-O, Perdue or approved equivalent; 20 lb case</p> <p>POULTRY, GROUND w/VPP, 50/50: made from mechanically separated turkey or chicken, water and vegetable protein product (VPP); VPP allowed in accordance with Title 7 CFR 210; 18% protein by weight when fully rehydrated or formulated; not to exceed 120 mg sodium per 113.4g (4 oz); Approved Brands: Miami Beef or approved equivalent; 4/10 lb case</p> <p>POULTRY SAUSAGE, PATTY w/VPP, 50/50: made from mechanically separated turkey or chicken, water, vegetable protein product (VPP) and seasonings; VPP allowed in accordance with Title 7 CFR 210; 18% protein by weight when fully rehydrated or formulated; not to exceed 15 % fat; not to exceed 300mg sodium per 113.4g (4 oz); 2 oz. ea.; Approved Brands: PRIDE or approved equivalent; 20 lb</p>	
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82	Section 3.3.3 – Under the current contract the vendor is not reimbursed for costs incurred in the event of an emergency lockdown resulting in extended hours of operation, such as Styrofoam/paper supplies etc.. Will the Department reimburse the vendor for these emergency lockdown costs incurred under a new contract?	Upon approval of the Contract Manager or designee, the Department will provide reimbursement of a reasonable amount under the Contract, or will replace the Vendor's inventory, if an emergency lockdown occurs that result in extended hours requiring additional meal service supplies. Not all extended hours of operation require the use of additional meal service supplies. The Department's Contract Manager will determine the reasonable amount of reimbursement or whether the Vendor's supplies will be replaced.
83	Section 3.4.1 -Will the Department require vendor to utilize the Department's FPS system and complete associated spreadsheets and/or forms even if the Vendor's own Food Production System provides the same data and reporting as the Department's FPS? If yes, could you please provide a detailed summary of what is involved in operating the Department's FPS system?	Please see the Answer to Question #28, and the document titled <u>Food Production System</u> , which is now available in the online resources referenced in Section 2.4 of the ITN.
84	PGM-011 – Will the Department allow the Vendor to utilize the institution's contract medical provider to administer TB tests for Vendor employees?	No.
85	PGM-016 – Level II background clearance is required for all staff prior to entering on duty. How long does it take for the Department to clear an employee once the Level II background is submitted? Delays in the process adversely impact the retaining new candidates.	Approximately 10 days, based on the Department's resource availability and other operational requirements. The Department does understand the impact delays can have and works to ensure a reasonable timeframe to complete the process.

86	MPP-010-Will the Department be more specific with the designation of “Emergency at no fault of the Vendor”?	This language refers to those events found in Section 5.10 of the ITN.
87	PGM-020 e – Department requires 100% transition within 90 days of contract execution, but Section 2.5 states that full implementation is required within 120 days of contract execution. Please clarify.	The Department’s intent is for the Successful Vendor to begin transition within 90 calendar days of Contract execution and complete all the activities listed in the approval Final Implementation and Transition Plan within 120 calendar days of Contract execution. The Contractor will be responsible for all services at all Service Locations within 120 calendar days of Contract execution, unless a delay is approved in writing by the Contract Manager.
88	PGM-034 – Department requires Vendor to maintain food supplier network sufficient to ensure the provision of all services outlined in ITN. Will the Department allow an alternate supplier to Cheney Brothers to provide needs of Master Menu even if it results in a deviation in product specification established in the Master Products List?	Yes, as long as there is no deviation from the Master Menu product specifications. Vendors are encouraged to elaborate on innovative solutions, ideas, pricing structures, or tools for service improvement in TAB F of their Reply.
89	Section 3.4.3.1 – Will the Department allow for meal price adjustments during the contract term for when changes to the Master Menu result in cost increases? Section 3.8 allows for equitable adjustments due to change in contract scope. Are equitable adjustments applicable to menu, recipe or food specification changes?	The Department updates the Master Menu annually. If changes to the Master Menu impact the Vendor’s cost, the changes will be considered a change in scope, and the Department will evaluate the Vendor’s cost impact for a potential increase or decrease in price. The Vendor must alert the Department to any cost impacts of the Master Menu within 10 days of receiving the menus from the Department.
90	MSO-006 – The current contract requires the vendor to only replace small wares. ITN states Vendor is responsible for replacement and/or repair of food service equipment and small wares that become damaged or otherwise unserviceable due to wear and tear. Is this to	Please see the Answer to Question #76.

	include all food production equipment, cold/frozen storage and dish machines?	
91	MSO-011 – Vendor shall provide for removal of food waste, unless otherwise opting to create swill and contract for removal. Will the Department allow Vendor to dispose of food waste at all locations utilizing each facility's existing trash removal services?	No.
92	Section 3.4.3.2-Will the Department provide the current staffing pattern requirements and current number of vacancies for each location?	Please see the Answers to Questions #22 and #51.
93	Section 3.4.6 – Will the Department allow Vendor to utilize existing institution network infrastructure and/or network wiring to access internet for employee time recording, product order placement or use of Vendor software systems accessed online?	No. Please see the Answer to Question #37.
94	Section 4.22 – Is it the expectation of the Department that Vendor will include costs associated with MyFloridaMarketplace in the price per day?	No. Per Rule 60A-1.031, F.A.C., and under the authority of Section 287.057(22), F.S., the Florida Department of Management Services (DMS) has determined that, unless otherwise exempt, all Vendor payments shall be assessed a Transaction Fee, which the Vendor shall pay to the State. Vendors should not inflate their prices by the amount of the Transaction Fee to avoid payment. If the Vendor's pricing is inflated by its prospective payment of the Transaction Fee, then the Department would be paying the Transaction Fee, and the Vendor would not be paying the Fee to the State, as required. The Transaction Fee is collected by DMS to cover administrative costs of hosting the MyFloridaMarketPlace system. Failure to comply with the payment of the Transaction Fee or reporting of transactions shall result in a Vendor's exclusion

		from doing business with the State. Currently, the Transaction Fee is 0.75% of all payments sent to a vendor.
95	Attachment I – Will the Department provide average daily populations for each of the last 6 months for each location listed?	Please see the Answer to Question #5.
96	Attachment I – Will the Department provide the number or percentage of inmates being served meals in housing units, as well as dining rooms/chow halls for each location?	Please see the Answers to Questions #5 and #9.
97	Attachment I – Will the Department provide average Certified Food Option/Religious Dietary Program participation for each location?	Please see the Answer to Question #14.
98	Attachment I – Will the Department provide average Therapeutic Diet participation for each location?	Please see the Answer to Question #16.
99	Please provide the number of grease traps at each location and the size of each grease trap.	Please see the report titled <u><i>Grease Traps by Service Location</i></u> , which is now available in the online resources referenced in Section 2.4 of the ITN.
100	What are the current tray specifications being utilized in both the cafeteria and the housing units for satellite feeding? Will these exact tray models be required when replenishing needed inventory?	Please see the Answer to Question #19. The trays listed are the only trays approved for use in the Department's facilities.
101	Could the Department please clarify the evaluation points? On page 46 it says technical	Please see Change No. 1 of this Addendum.

	proposal is worth 700 points but on page 49 it shows 1000 points?	
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EXHIBIT A

FDC ITN-20-050

Department Staffing Information - Restricted

The content of this report is identified as “Restricted” and is not available for public viewing. The Restricted content will be made available to interested Vendors for the development of Replies. To obtain a copy of the Restricted content, Vendors must submit a signed copy of Attachment IV, Non-Disclosure Agreement for Restricted Information, to the Procurement Officer listed in Section 4.2 of the ITN. The Procurement Officer will then coordinate the release of the Restricted content requested.

Vendors who previously completed and submitted this Non-Disclosure Agreement for Restricted Information will not be required to submit another copy. A copy of the Restricted content will be provided to those Vendors via email.

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EXHIBIT B

FDC ITN-20-050

Floorplans and Photos - Restricted

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