



COLLIN COUNTY

Office of the Purchasing Agent
2300 Bloomdale Road
Suite 3160
McKinney, Texas 75071
www.collincountytx.gov

ADDENDUM NO. TWO (2)

INMATE FOOD SERVICE MANAGEMENT

RFP NO. 2022-368

EFFECTIVE: 02/09/2023

NOTICE TO ALL PROSPECTIVE PROPOSERS:

PLEASE MAKE THE FOLLOWING CHANGES TO THE REQUEST FOR PROPOSAL:

ADD: ATTRIBUTE NO. 24: ADDENDUM NO. 2 ACKNOWLEDGEMENT

EXTEND RFP CLOSING DATES:

RFP CLOSING DATE:

FROM: 02/09/2023 AT 2:00 PM (CST)

TO: 02/23/2023 AT 2:00 PM (CST)

NOTE: FURTHER CLARIFICATION AS IS RELATES TO THE SPECIFICATIONS WILL BE PROVIDED IN A FUTURE ADDENDUM.

ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION AND SPECIFICATION REMAIN THE SAME.

SINCERELY,
MICHELLE CHARNOSKI, NIGP-CPP, CPPB
PURCHASING AGENT
[HA]



Collin County Purchasing

2022-368 Addendum 2

Inmate Food Service Management

Issue Date: 12/6/2022

Questions Deadline: 1/26/2023 05:00 PM (CT)

Response Deadline: 2/23/2023 02:00 PM (CT)

Collin County Purchasing

Contact Information

Contact: Hunter Alley, CPPB Senior Buyer

Address: Purchasing

Admin. Building

Ste. 3160

2300 Bloomdale Rd.

Ste. 3160

McKinney, TX 75071

Phone: (972) 548-4117

Fax: (972) 548-4694

Email: halley@co.collin.tx.us

Event Information

Number: 2022-368 Addendum 2
Title: Inmate Food Service Management
Type: Request for Proposal - HT/INS
Issue Date: 12/6/2022
Question Deadline: 1/26/2023 05:00 PM (CT)
Response Deadline: 2/23/2023 02:00 PM (CT)
Notes: The purpose of this Request for Proposal (RFP) is to solicit proposals from qualified vendors to provide Food Service Management Services for the Collin County Adult Detention Facilities, and Juvenile Detention Center. Food Service Management includes, but is not limited to, the furnishing of all required labor, food, beverages, materials, and supplies necessary to provide food services for the Jail and Juvenile Detention Center facilities. Collin County reserves the right to award the RFP as it is determined to be in the best interest of the County.

Ship To Information

Address: See Purchase Order
McKinney, TX 75071

Billing Information

Address: Auditor
Admin. Building
Ste. 3100
2300 Bloomdale Rd.
Ste. 3100
McKinney, TX 75071

Bid Activities

Pre-Proposal Conference & Sitewalk

1/3/2023 3:00:00 PM (CT)

Pre-Proposal Conference: A pre-proposal conference and sitewalk will be conducted by Collin County on January 3, 2023 at 3:00 p.m. and January 5, 2023 at 9:00 a.m. in the Detention Training Room located at 4300 Community Avenue, McKinney, Texas 75071. The group will visit each site (refer to §5.10) to view existing conditions at each location. This is to provide an opportunity for all interested companies to ask questions, receive clarification and additional documentation providing statistical information, and to tour the facilities All Vendors desiring to submit a proposal are highly encouraged to have a representative at the site visit.

Pre-Proposal Conference & Sitewalk

1/5/2023 9:00:00 AM (CT)

Pre-Proposal Conference: A pre-proposal conference and sitewalk will be conducted by Collin County on January 3, 2023 at 3:00 p.m. and January 5, 2023 at 9:00 a.m. in the Detention Training Room located at 4300 Community Avenue, McKinney, Texas 75071. The group will visit each site (refer to §5.10) to view existing conditions at each location. This is to provide an opportunity for all interested companies to ask questions, receive clarification and additional documentation providing statistical information, and to tour the facilities All Vendors desiring to submit a proposal are highly encouraged to have a representative at the site visit.

Bid Attachments

2022-368_LEGAL_NOTICE_CO APP.pdf

[Download](#)

Legal Notice

General_Instructions_Proposals_07.18.2022.docx

[View Online](#)

1.0 General Instructions RFP

Terms_of_Contract_Proposals_-_2.10.21.docx	View Online
2.0 Terms of Contract - Proposals	
Insurance_updated_10-25-2022.doc	View Online
3.0 Minimum Insurance Requirements	
Food_Spec_CB appr. FINAL.docx	View Online
4.0 Special Conditions & Specifications	
Exhibit A_CURRENT EQUIPMENT LIST.pdf	View Online
Exhibit A: Current Equipment List	
Exhibit B_JUVENILE DETENTION MENU.pdf	View Online
Exhibit B: Juvenile Detention Menu (week 1 & 2)	
Exhibit C_CCADF MENU.pdf	View Online
Exhibit C: CCADF Menu (week 1 & 2)	
Exhibit D Juvenile Detention Meals week 1-2 w. spec. meals.pdf	View Online
Exhibit D: Juvenile Detention Meals Week 1 & 2; Includes special, modified, medical, and religious diets	
Exhibit E CCADF Menus weeks 1-2 incl special diets.pdf	View Online
Exhibit E: CCADF Meals Week 1 & 2; Includes special, modified, medical, and religious diets	
Exhibit F_Nutrient Analysis Collin Juvenile 2022.pdf	View Online
Exhibit F: Juvenile Detention - Nutritional Analysis for weeks 1 & 2	
Exhibit G_CCADF Nutrient Analysis Collin 2022.pdf	View Online
Exhibit G: CCADF - Nutritional Analysis for weeks 1 & 2	
Exhibit H_Sample Jail Inventory.pdf	View Online
Exhibit H: Sample Jail Kitchen Inventory & Inventory Cost	
2022-368_Information_Regarding_Conflict_of_Interest_Questionnaire.docx	View Online
Information Regarding Conflict of Interest Questionnaire	
CIQ_113015.pdf	View Online
Conflict of Interest Questionnaire	
W-9 rev 2018.pdf	View Online
W-9 Form	
2022-368 Addendum No. 1.docx	View Online
Addendum No. 1	
Food_Spec_CB appr. FINAL ADD 1 01.09.23.docx	View Online
4.0 Special Conditions & Specifications - Addendum No. 1	
Exhibit A w. dates pdf.pdf	View Online
Exhibit A: Current Equipment List - Addendum No. 1	
ATTACHMENT A - CURRENT STAFFING DINING ROOM MENU.pdf	View Online
ATTACHMENT A: CURRENT STAFFING DINING ROOM MENU	
2022-368 PRE-PROPOSAL CONFERENCE & SITE WALK ATTENDANCE RECORD 01.03.23.pdf	View Online
PRE-PROPOSAL CONFERENCE & SITE WALK ATTENDANCE RECORD [01/03/2023 AT 3:00 PM]	
2022-368 PRE-PROPOSAL CONFERENCE & SITE WALK ATTENDANCE RECORD 01.05.23.pdf	View Online
PRE-PROPOSAL CONFERENCE & SITE WALK ATTENDANCE RECORD [01/05/2023 AT 9:00 AM]	

Requested Attachments

Conflict of Interest Questionnaire

W-9

(Attachment required)

Proposal

(Attachment required)

Complete and Submit your pricing on Attachment B: "Cost Proposal Sheet".

(Attachment required)

Bid Attributes

1 eBid Notice

Collin County exclusively uses IonWave Technologies, Inc. (Collin County eBid) for the notification and dissemination of all solicitations. The receipt of solicitations through any other means may result in your receipt of incomplete specifications and/or addendums which could ultimately render your bid/proposal non-compliant. Collin County accepts no responsibility for the receipt and/or notification of solicitations through any other means. Please initial.

(Required: Maximum 1000 characters allowed)

2 Contact Information

List the contact name, email address and phone number of the main person(s) Collin County should contact in reference to this solicitation. Contact(s) shall be duly authorized by the company, corporation, firm, partnership or individual to respond to any questions, clarification, and or offers in response to this solicitation.

(Required: Maximum 4000 characters allowed)

3 Delivery

Delivery will be F.O.B. inside delivery at Collin County designated locations and all transportation charges are to be paid by the supplier to destination. Please state delivery in calendar days from date of order.

(Required: Maximum 1000 characters allowed)

4 Exceptions (for RFP/RFQ)

Do you take exception to the specifications? If so, by separate attachment, please state your exceptions.

Yes No

(Required: Check only one)

5 Insurance Acknowledgement

I understand that the insurance requirements of this solicitation are required and are included in the submitted pricing. A certificate of insurance shall be submitted to the Purchasing department if I am awarded all or a portion of the resulting contract. Please initial.

(Required: Maximum 1000 characters allowed)

6 Bonding Requirement Acknowledgement

I understand that the bonding requirements of this solicitation are required and are included in the submitted pricing. A bond certificate (payment, performance, and/or maintenance) as stated in the specification document shall be submitted to the Purchasing department if I am awarded all or a portion of the resulting contract. Please initial.

(Required: Maximum 1000 characters allowed)

7 Subcontractors

State the business name of all subcontractors and the type of work they will be performing under this contract. If you are fully qualified to self-perform the entire contract, please respond with "Not Applicable-Self Perform".

(Required: Maximum 4000 characters allowed)

8 Reference No. 1

List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references are preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail. It is the responsibility of the Bidder/Proposer to ensure submitted references will be responsive to the County's requests. The County reserves the right to contact references other than those listed, and to consider any information acquired from all references during the evaluation process.

(Required: Maximum 4000 characters allowed)

9 Reference No. 2

List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references are preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail. It is the responsibility of the Bidder/Proposer to ensure submitted references will be responsive to the County's requests. The County reserves the right to contact references other than those listed, and to consider any information acquired from all references during the evaluation process.

(Required: Maximum 4000 characters allowed)

10 Reference No. 3

List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references are preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail. It is the responsibility of the Bidder/Proposer to ensure submitted references will be responsive to the County's requests. The County reserves the right to contact references other than those listed, and to consider any information acquired from all references during the evaluation process.

(Required: Maximum 4000 characters allowed)

11 Cooperative Contracts

As permitted under Title 8, Chapter 271, Subchapter F, Section 271.101 and 271.102 V.T.C.A. and Title 7, Chapter 791, Subchapter C, Section 791.025, V.T.C.A., other local governmental entities may wish to also participate under the same terms and conditions contained in this contract. Each entity wishing to participate must enter into an inter-local agreement with Collin County and have prior authorization from vendor. If such participation is authorized, all purchase orders will be issued directly from and shipped directly to the local governmental entity requiring supplies/services. Collin County shall not be held responsible for any orders placed, deliveries made or payment for supplies/services ordered by these entities. Each entity reserves the right to determine their participation in this contract. Would bidder be willing to allow other local governmental entities to participate in this contract, if awarded, under the same terms and conditions?

Yes No

(Required: Check only one)

1
2 **Preferential Treatment**

The County of Collin, as a governmental agency of the State of Texas, may not award a contract to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (Government Code, Title 10, V.T.C.A., Chapter 2252, Subchapter A).

1. Is your principal place of business in the State of Texas?
2. If your principal place of business is not in Texas, in which State is your principal place of business?
3. If your principal place of business is not in Texas, does your state favor resident bidders (bidders in your state) by some dollar increment or percentage?
4. If your state favors resident bidders, state by what dollar amount or percentage.

(Required: Maximum 4000 characters allowed)

1
3 **Debarment Certification**

I certify that neither my company nor an owner or principal of my company has been debarred, suspended or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension," as described in the Federal Register and Rules and Regulations. Please initial.

(Required: Maximum 1000 characters allowed)

1
4 **Immigration and Reform Act**

I declare and affirm that my company is in compliance with the Immigration and Reform Act of 1986 and all employees are legally eligible to work in the United States of America. I further understand and acknowledge that any non-compliance with the Immigration and Reform Act of 1986 at any time during the term of this contract will render the contract voidable by Collin County. Please initial.

(Required: Maximum 1000 characters allowed)

1
5 **Disclosure of Certain Relationships**

Chapter 176 of the Texas Local Government Code requires that any vendor considering doing business with a local government entity disclose the vendor's affiliation or business relationship that might cause a conflict of interest with a local government entity. Subchapter 6 of the code requires a vendor to file a conflict of interest questionnaire (CIQ) if a conflict exists. By law this questionnaire must be filed with the records administrator of Collin County no later than the 7th business day after the date the vendor becomes aware of an event that requires the statement to be filed. A vendor commits an offense if the vendor knowingly violates the code. An offense under this section is a misdemeanor. By submitting a response to this request, the vendor represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code. Please send completed forms to the Collin County County Clerk's Office located at 2300 Bloomdale Rd., Suite 2104, McKinney, TX 75071. Please initial.

(Required: Maximum 1000 characters allowed)

1
6 **Anti-Collusion Statement**

Bidder certifies that its Bid/Proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid/Proposal for the same materials, services, supplies, or equipment and is in all respects fair and without collusion or fraud. No premiums, rebates or gratuities permitted; either with, prior to, or after any delivery of material or provision of services. Any such violation may result in Agreement cancellation, return of materials or discontinuation of services and the possible removal from bidders list. Please initial.

(Required: Maximum 1000 characters allowed)

1
7 **Disclosure of Interested Parties**

Section 2252.908 of the Texas Government Code requires a business entity entering into certain contracts with a governmental entity to file with the governmental entity a disclosure of interested parties at the time the business entity submits the signed contract to the governmental entity. Section 2252.908 requires the disclosure form (Form 1295) to be signed by the authorized agent of the contracting business entity, acknowledging that the disclosure is made under oath and under penalty of perjury. Section 2252.908 applies only to a contract that requires an action or vote by the governing body of the governmental entity before the contract may be signed or has a value of at least \$1 million. Section 2252.908 provides definitions of certain terms occurring in the section. Section 2252.908 applies only to a contract entered into on or after January 1, 2016. Please initial.

(Required: Maximum 1000 characters allowed)

1
8 **Notification Survey**

In order to better serve our offerors, the Collin County Purchasing Department is conducting the following survey. We appreciate your time and effort expended to submit your bid. Should you have any questions or require more information please call (972) 548-4165. How did you receive notice of this request?

- Plano Star Courier Plan Room Collin County eBid Notification Collin County Website
 Other

(Required: Check only one)

1
9 **Proposer Acknowledgement**

Proposer acknowledges, understands the specifications, any and all addenda, and agrees to the proposal terms and conditions and can provide the minimum requirements stated herein. Offeror acknowledges they have read the document in its entirety, visited the site, performed investigations and verifications as deemed necessary, is familiar with local conditions under which work is to be performed and will be responsible for any and all errors in Proposal submittal resulting from Proposer's failure to do so. Proposer acknowledges the prices submitted in this Proposal have been carefully reviewed and are submitted as correct and final. If Proposal is accepted, vendor further certifies and agrees to furnish any and all products/services upon which prices are extended at the price submitted, and upon conditions in the specifications of the Request for Proposal. Please initial.

(Required: Maximum 1000 characters allowed)

2
0

Critical Infrastructure Affirmation

Pursuant to section 2274.0102 of the Texas Government Code, Respondent certifies that neither it nor its parent company, nor any affiliate of Respondent or its parent company, is: (1) majority owned or controlled by citizens or governmental entities of China, Iran, North Korea, Russia, or any other country designated by the Governor under Government Code Section 2274.0103, or (2) headquartered in any of those countries. Please initial.

(Required: Maximum 1000 characters allowed)

2
1

Energy Company Boycotts

Pursuant to Section 2274.002 of the Texas Government Code, should the contract have a value of \$100,000 or more and the company employs 10 or more full-time employees, Respondent represents and warrants that: (1) it does not, and will not for the duration of the contract, boycott energy companies, and (2) will not boycott energy companies during the term of the contract. If circumstances relevant to this provision change during the course of the contract, Respondent shall promptly notify Agency. Please initial.

(Required: Maximum 1000 characters allowed)

2
2

Firearm Entities and Trade Associations Discrimination

Pursuant to section 2274.002 of the Texas Government Code, should the contract have a value of \$100,000 or more and the company employs 10 or more full-time employees, Respondent verifies that: (1) it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and (2) will not discriminate during the term of the contract against a firearm entity or firearm trade association. If circumstances relevant to this provision change during the course of the contract, Respondent shall promptly notify Agency. Please initial.

(Required: Maximum 1000 characters allowed)

2
3

Addendum No. 1

Please initial to verify your receipt of the addendum.

(Required: Maximum 1000 characters allowed)

2
4

Addendum No. 2

Please initial to verify your receipt of the addendum.

(Required: Maximum 1000 characters allowed)

Bid Lines

1 Adult Inmate Meals (Collin County Detention Center)
(Response required)

Quantity: 1010100 UOM: meal Unit Price: \$ Total: \$

Item Notes: Includes religious diets (refer to §6.3) and seasonal variations due to holidays such as, but not limited to Thanksgiving and Christmas.

Supplier Notes: _____

No bid
 Additional notes
(Attach separate sheet)

2 Adult Inmate Meals (Minimum Security)
(Response required)

Quantity: 69125 UOM: meal Unit Price: \$ Total: \$

Item Notes: Includes religious diets (refer to §6.3) and seasonal variations due to holidays such as, but not limited to Thanksgiving and Christmas.

Supplier Notes: _____

No bid
 Additional notes
(Attach separate sheet)

3 Special / Modified / Medical Diets served to Adult Inmates
(Response required)

Quantity: 1643 UOM: meal Unit Price: \$ Total: \$

Item Notes: Includes but is not limited to diabetic, reduced sodium, renal, gluten free, pregnancy, double trays, finger foods, vegetarian and / or low sodium.

Supplier Notes: _____

No bid
 Additional notes
(Attach separate sheet)

4 Juvenile Meals
(Response required)

Quantity: 76736 UOM: meal Unit Price: \$ Total: \$

Item Notes: Includes religious diets (refer to §6.3) and seasonal variations due to holidays such as, but not limited to Thanksgiving and Christmas.

Supplier Notes: _____

No bid
 Additional notes
(Attach separate sheet)

5 Special / Modified / Medical Diets served to Juveniles
(Response required)

Quantity: 1312 UOM: meal Unit Price: \$ Total: \$

Item Notes: Includes but is not limited to diabetic, reduced sodium, renal, gluten free, pregnancy, double trays, finger foods, vegetarian and / or low sodium.

Supplier Notes: _____

No bid
 Additional notes
(Attach separate sheet)

6 JJAEP Sack Lunches
(Response required)

Quantity: 2854 UOM: meal Unit Price: \$ Total: \$

Supplier Notes: _____

No bid
 Additional notes
(Attach separate sheet)

7	Court Holding Sack Lunches <i>(Response required)</i>	Quantity: <u>2430</u> UOM: <u>meal</u>	Unit Price: \$ <input type="text"/>	Total: \$ <input type="text"/>
	Supplier Notes: _____ _____			
	<input type="checkbox"/> No bid <input type="checkbox"/> Additional notes <i>(Attach separate sheet)</i>			

8	Special Function Meals <i>(Response required)</i>	Quantity: <u>1</u> UOM: <u>meal</u>	Unit Price: \$ <input type="text"/>	Total: \$ <input type="text"/>
	Item Notes: Refer to §6.20.3			
	Supplier Notes: _____ _____			
<input type="checkbox"/> No bid <input type="checkbox"/> Additional notes <i>(Attach separate sheet)</i>				

9	State cost per snack <i>(Response required)</i>	Quantity: <u>77000</u> UOM: <u>each</u>	Unit Price: \$ <input type="text"/>	Total: \$ <input type="text"/>
	Item Notes: Refer to §6.1, 6.3.5 and 6.4.10			
	Supplier Notes: _____ _____			
<input type="checkbox"/> No bid <input type="checkbox"/> Additional notes <i>(Attach separate sheet)</i>				

10	State cost per Inmate Incentive Meal or Snack <i>(Response required)</i>	Quantity: <u>1</u>	Unit Price: \$ <input type="text"/>	Total: \$ <input type="text"/>
	Item Notes: Refer to §6.24			
	Supplier Notes: _____ _____			
<input type="checkbox"/> No bid <input type="checkbox"/> Additional notes <i>(Attach separate sheet)</i>				

11	<i>Line deleted as part of an Addendum</i>
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Supplier Information

Company Name: _____
Contact Name: _____
Address: _____

Phone: _____
Fax: _____
Email: _____

Supplier Notes

The undersigned hereby certifies the foregoing proposal submitted by the company listed below hereinafter called “offeror” is the duly authorized agent of said company and the person signing said proposal has been duly authorized to execute same. Offeror affirms that they are duly authorized to execute this contract; this company; corporation, firm, partnership or individual has not prepared this proposal in collusion with any other offeror or other person or persons engaged in the same line of business; and that the contents of this proposal as to prices, terms and conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this proposal.

Print Name

Signature