

**WEBB COUNTY COMMISSARY
RFP 2015-13 – QUESTIONS**

1. Is there an interface with the current commissary provider? Is the interface a batch or real-time interface? Are you requesting vendor inmate banking and commissary software if the current vendor does not provide?

Current vendor does not have software/automation for this operation. We are not requiring it but it may be proposed as an option.

2. What equipment is being provided by the current commissary vendor, and how many of each type of equipment? (workstations, servers, printers)

- Two mid-size dolly(s)
- One mid-size cart carrier
- 2 – 10 key calculators
- 2 mid-size freezers (for ice cream and frozen food use)

3. Please provide the current product prices being charged to the inmates and the size.

See attached PDF file of menu w/prices.

4. What is the current commission rate?

10%

5. What is the current amount of commission that the County has earned for the last 12 months? (Please provide by month)

\$43,951.81 (Feb 14 – Feb 15) as of 02/25/15

6. Please provide the current sales by month for the last 12 months?

\$439,518.08 (Feb 14 – Feb 15) as of 02/25/15

7. Please provide the number of orders per week for the last 12 months?

(Please list by month) 450-500 orders weekly

8. What is the average number of indigent inmates per week?

Data is not available on this.

9. Please provide the current spending limit? What was the date of the last increase to the spending limit? \$150.00 per order / last increase 2 years ago.

10. Please provide the Average Daily Population by facility by month for the past 12 months.

ADP 515

11. How many orders do the inmates get currently per week?

Twice per week.

12. Please provide copies of the current menus? (Please include size and price for each item)
See attached PDF file of menu w/prices.
13. Please supply your current menu with last year's sales?
See attached menu and refer to question 6 for sales.
14. Who is the current contractor?
Adrisa, LLC
15. Is your commissary performed from an onsite location?
Onsite
16. If so, what size is the space?
Are there:
- Rooms and outlets for coolers? **1 room / 4 outlets**
 - Are delivery trucks able to deliver to commissary location? **Yes**
 - A delivery dock? **Yes**
17. What is your current jail management system? **Currently AS 400 system. A new JMS system will be implemented within the next year through Tyler Technology.**
18. Will the County consider an extension so a survey can be done?
No.
19. Is the bid bond a requirement of the RFP?
No.
20. Are there any anticipated changes (significant up or down) to inmate population; you listed you capacity of 570 residents?
ADP is 515 but can fluctuate up. Current farming out figures has increased due to overpopulation. There are plans to build a new Jail but we are in the early stages of planning. Current facility size recommendation by State Jail Commission is 900-1,000 beds.
21. Does the jail have any daily inmate fees?
No
22. What is the current number of vendor employees on-site?
**3 employees (Monday – Friday)
1 Jail Correctional Officer - Supervises**
23. How is Commissary Provided? On site commissary room? Pick and Bag off site?
On site
24. Indigent kits: Who currently provides them? How much do they cost? How many packages are purchased per year?
None provided.
25. What is the current Tax rate for your facility?
No tax

26. Are there any particular groups of menu items that will not be allowed to be sold by the commissary provider? (example: soups)
No hot products or fresh produce via commissary
27. Since Stamps & Stamped envelopes are sold at or near cost, will these items be excluded from commissions?
No.
28. Who is the current Phone Provider?
Synergy
29. Will the facility allow inmate ordering kiosks?
Open to option but not required.
30. Who or how is commissary typically passed out?
It is passed out by Jail personnel only on each floor.
31. What security measures are currently in place for commissary delivery?
No civilians/ commissary employees are allowed to pass out orders in secured area.

Date: _____ Floor/cell: _____ Booking #: _____

Name: _____ D.O.B.: _____

NEW FORM

PERSONAL CARE	Price	Order
Irish Spring	\$ 1.50	
Dial soap	\$ 1.50	
Zest soap	\$ 1.50	
Dove Soap	\$ 2.50	
Shampoo	\$ 2.75	
Dandruff Shampoo	\$ 3.75	
Hair Gel	\$ 2.75	
Tooth Paste	\$ 2.75	
Hair Conditioner	\$ 2.75	
Body Lotion	\$ 3.50	
Chap Stick	\$ 1.75	
Women Deodorant	\$ 4.00	
Men Deodorant	\$ 4.00	
Tums	\$ 2.00	
Round brush	\$ 5.00	
Halls cough drops	\$ 2.00	
Anti-fungal Foot cream	\$ 7.00	
Noxzema	\$ 7.50	
SUPPLIES	Price	Order
USA Postal Stamps	\$ 0.49	
Reg Envelopes	\$ 0.25	
Legal envelopes	\$ 0.85	
Legal tablet	\$ 1.75	
Red pen	\$ 1.00	
Black pen	\$ 1.00	
Blue pen	\$ 1.00	
Crayola Color pencils 12	\$ 4.00	
Crayola Color pencils 24	\$ 8.00	
Erasers	\$ 0.25	
Pencils	\$ 0.75	
ENTERTAINMENT	Price	Order
Drinking cup	\$ 1.00	
Playing cards	\$ 4.00	
Hankerchiefs	\$ 1.00	
Batteries AA	\$ 1.60	
Batteries AAA	\$ 1.60	
Earphones	\$ 3.00	
Radio	\$ 23.00	
Greeting card	\$ 5.00	
CLOTHES	Price	Order
Sweat shirt S M L XL	\$ 18.00	
Sweat shirt XXL	\$ 22.00	
Sweat pants S M L XL	\$ 18.00	
Sweat pants XXL	\$ 22.00	
T-Shirt S M L XL	\$ 5.00	
T-Shirt XXL	\$ 7.00	
Shorts S M L XL	\$ 14.00	
Shorts XXL	\$ 16.00	
Briefs Small or Medium	\$ 2.50	
Briefs Large	\$ 2.50	
Briefs XL	\$ 2.50	
Briefs XXL	\$ 3.00	
Tub Socks	\$ 2.50	
Women panties S M L	\$ 4.00	
Sports bra S M L	\$ 18.00	
Men thermal shirts /Size?	\$ 16.00	
Men thermal pants /Size?	\$ 16.00	
BEVERAGES	Price	Order
Orange Juice	\$ 1.90	
Root beer	\$ 1.90	
Dr Pepper	\$ 1.90	
7 UP	\$ 1.90	
Green Tea	\$ 1.90	
Mtn Dew Red or Cherry	\$ 1.90	
Hawaiian Punch Red	\$ 1.90	

BEVERAGES	Price	Order
Manzanita Sol	\$ 1.90	
Squirt Toronja	\$ 1.90	
Sunquist Naranja	\$ 1.90	
Pepsi	\$ 1.90	
Diet Pepsi	\$ 1.90	
Gatorade Fruit Punch	\$ 1.90	
Gatorade Naranja	\$ 1.90	
Water	\$ 1.40	
BREAD/COOKIES	Price	Order
Chocolate cupcake	\$ 1.50	
Cinnamon roll	\$ 1.50	
Muffins	\$ 1.50	
Gansitos	\$ 1.25	
Powdered donuts	\$ 1.50	
Crunch n munch	\$ 2.50	
Ritz crackers	\$ 1.50	
Maria cookies	\$ 1.50	
Saltine crackers	\$ 3.50	
Cheese Danish	\$ 1.50	
Cheese Danish Cherry	\$ 1.50	
Nutria-grain Blueberry	\$ 1.00	
Nutria-grain Apple	\$ 1.00	
Nutria-grain Strawberry	\$ 1.00	
Trail Mix Bar	\$ 1.00	
Pop Tarts	\$ 1.00	
Nutty Bar	\$ 0.75	
Zebra Cupcake	\$ 0.75	
Swiss Chocolate Rolls	\$ 0.75	
Cosmic Brownies	\$ 0.75	
Banana Twins	\$ 0.75	
Strawberry S.Cake rolls	\$ 0.75	
Fancy Cakes	\$ 0.75	
Chocolate chip cake	\$ 0.75	
Star Crunch	\$ 0.50	
Oat Meal Cream Pie	\$ 0.50	
Fudge Brownies	\$ 0.75	
CEREAL	Price	Order
Fruit Loops	\$ 5.50	
Frosted Flakes	\$ 5.50	
Apple Jacks	\$ 5.50	
Cinnamon toast crunch	\$ 5.50	
Fruity Pebbles	\$ 5.50	
Raisin brand	\$ 5.50	
GROCERIES	Price	Order
Salt (10 pcs)	\$ 1.00	
Pepper (10 pcs)	\$ 1.00	
Coffee creamer (10)	\$ 1.00	
Instant Coffee	\$ 11.00	
Hot Sauce	\$ 2.50	
Mayonnaise	\$ 3.50	
Mustard	\$ 3.00	
Ketchup	\$ 2.50	
Sweet n low	\$ 1.00	
Peanut Butter	\$ 3.90	
Jelly	\$ 3.50	
Honey	\$ 5.00	
Mac and cheese	\$ 1.00	
Cajeta	\$ 5.00	
Lemon Juice	\$ 2.00	
SNACKS	Price	Order
Corn nuts	\$ 1.50	
Pickle	\$ 2.50	
Peanuts Fuego	\$ 2.00	
Flower seeds	\$ 1.00	
Jalapeños	\$ 1.00	
Cracker Jack	\$ 1.00	
Takis Fuego	\$ 2.00	

SNACKS	Price	Order
Takis Nitro	\$ 2.00	
Churritos Fuego	\$ 2.00	
Papas Fuego or Jalapeno	\$ 2.00	
Doritos	\$ 1.50	
Fritos	\$ 1.50	
Cheetos	\$ 1.50	
Flaming Hot	\$ 1.50	
Chicharrones	\$ 2.00	
Chicharron con chile	\$ 2.00	
Instant oatmeal	\$ 0.60	
Oreo Cookies	\$ 1.75	
SOUPS	Price	Order
Chicken Soup	\$ 1.10	
Spicy Chicken	\$ 1.10	
Shrimp Soup	\$ 1.10	
Spicy Shrimp	\$ 1.10	
Beef Soup	\$ 1.10	
Spicy beef	\$ 1.10	
Cheddar Cheese	\$ 1.10	
FOOD	Price	Order
Pizza	\$ 3.00	
Pop corn	\$ 1.00	
Tuna	\$ 3.00	
Corn Tortillas	\$ 2.50	
Flour Tortillas	\$ 2.80	
Barbacoa	\$ 13.00	
Smoked brisket	\$ 12.00	
Chicken fajita	\$ 10.00	
Burrito	\$ 1.50	
Beef fajita	\$ 8.00	
Guacamole kit	\$ 8.00	
Chimichangas Steak	\$ 1.80	
Hot Pockets Ham&Chse	\$ 1.80	
Hot Pockets Pepperoni	\$ 1.80	
Cheeseburger	\$ 3.00	
CANDY	Price	Order
Skittles	\$ 1.60	
Sour Skittles	\$ 1.60	
Milky way	\$ 1.60	
Butterfinger	\$ 1.60	
Snickers	\$ 1.60	
3 Musketeers	\$ 1.60	
Hershey	\$ 1.60	
Hershey Almond	\$ 1.60	
Crunch	\$ 1.60	
Twix	\$ 1.60	
M&M Penuts or Regular	\$ 1.60	
Kit-Kat	\$ 1.60	
Reese's	\$ 1.60	
Baby Ruth	\$ 1.60	
Jolly Ranch	\$ 2.50	
Almond Joy	\$ 1.60	
Pulparindos	\$ 1.00	
Chips Ahoy	\$ 4.50	
Hot Cocoa powder	\$ 1.00	
ICE CREAM	Price	Order
Ice cream Sandwich	\$ 2.00	
Sandwich Napolitan	\$ 2.00	
Banana Split (pint)	\$ 3.50	
Vanilla (pint)	\$ 3.50	
Butter Pecan (pint)	\$ 3.50	
Rocky Road (pint)	\$ 3.50	
Butter Crunch (pint)	\$ 3.50	
Cookies n Cream (pint)	\$ 3.50	
Banana Nut (pint)	\$ 3.50	

(w/ approval)
Special Order _____

Received by: _____ Order by: _____

Prev Balance: _____ Balance used: _____