ADDENDUM 2
ITN-2010-19-002-COMMISSARY

FACILITY QUESTIONS

1. **Question:** Please provide the monthly average ADP over the last year.
   **Response:**

<table>
<thead>
<tr>
<th>2009</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan</td>
<td>1217</td>
</tr>
<tr>
<td>Feb</td>
<td>1180</td>
</tr>
<tr>
<td>Mar</td>
<td>1151</td>
</tr>
<tr>
<td>Apr</td>
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<td>Jun</td>
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<tr>
<td>Jul</td>
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<td>Aug</td>
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<td>1081</td>
</tr>
<tr>
<td>Mar</td>
<td>1060</td>
</tr>
<tr>
<td>Apr</td>
<td>1018</td>
</tr>
<tr>
<td>May</td>
<td>1018</td>
</tr>
<tr>
<td>Jun</td>
<td>1061</td>
</tr>
<tr>
<td>Jul</td>
<td>1046</td>
</tr>
<tr>
<td>Aug</td>
<td>1074</td>
</tr>
</tbody>
</table>

   2009 Total 13,988 div. by 12 months = 1165

2. **Question:** Please describe in general how the inmate property process moves from start to finish.
   **Response:** At the present time, inmates are brought into the facility and taken to the booking window where their personal information is entered into the JMS system. Their personal belongings are then removed from them and inventoried/entered into the computer. The property is stored in a property bag with the inmate’s name and ID number on it. The bag is placed in a bin and row for retrieval and the location (bin and row) is entered into the JMS system. All money is hand-counted and the amount is entered into the JMS system. The amount is entered a second time into the COBRA banking system. When the inmate is being released, the JMS system is accessed to find the location of the inmate’s property. The property is retrieved and returned to the inmate. The inmate signs a receipt for the property returned to him. Any cash the inmate had is issued to him in the form of cash in amounts up to $100. Amounts over $100 are returned in the form of a check. We hope to issue the outstanding balance on a debit card in the future, so there won’t be a need to handle cash.

3. **Question:** Do you do double entry now?
   **Response:** Yes, we currently enter information in the JMS system and also enter it into the inmate banking system (COBRA).

4. **Question:** Is the Guard House a self-contained, climate-controlled building?
   **Response:** The Guard House is self-contained and is air conditioned. It should be noted that people who would be using the ATM machine for transactions would be doing so from outside the Guard House. It would be possible for the machine to be filled from inside the Guard House.
5. **Question:** How many pods or units do you have? How many inmates to a pod/unit?
   **Response:** Pods/Dorms are listed below. Inmates in each dorm vary depending on size and classification of dorm.

<table>
<thead>
<tr>
<th>Kiosks/Dorms</th>
<th>East</th>
<th>West</th>
<th>North</th>
<th>South</th>
<th>NE</th>
<th>NW</th>
<th>SE</th>
<th>SW</th>
<th>TOTAL AVG INMATE POP</th>
</tr>
</thead>
<tbody>
<tr>
<td>G1Pod</td>
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<td></td>
<td></td>
<td></td>
<td>92</td>
</tr>
<tr>
<td>G2 Pod</td>
<td>2/2</td>
<td>73</td>
<td>67</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>140</td>
</tr>
<tr>
<td>G3 Pod</td>
<td>2/2</td>
<td>61</td>
<td>56</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>117</td>
</tr>
<tr>
<td>G4 Pod</td>
<td>4/4</td>
<td></td>
<td></td>
<td></td>
<td>37</td>
<td>35</td>
<td>35</td>
<td>28</td>
<td>135</td>
</tr>
<tr>
<td>T-Pod</td>
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<td>62</td>
<td>63</td>
<td></td>
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<td>125</td>
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<tr>
<td>Annex</td>
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<td>49</td>
<td>52</td>
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<td></td>
<td></td>
<td>209</td>
</tr>
<tr>
<td>H-Pod</td>
<td>4/4</td>
<td></td>
<td>16</td>
<td>16</td>
<td>23</td>
<td>17</td>
<td></td>
<td></td>
<td>72</td>
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<td>Intake/Release</td>
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<td></td>
<td>35</td>
</tr>
<tr>
<td>F-Pod</td>
<td>3/5</td>
<td>92</td>
<td></td>
<td>67</td>
<td>47</td>
<td></td>
<td></td>
<td></td>
<td>206</td>
</tr>
<tr>
<td>S-Pod</td>
<td>1/2</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>35</td>
</tr>
<tr>
<td>D-Pod/ Medical</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SE ANX</td>
<td>2/2</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>30/33</td>
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<td></td>
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<td></td>
<td></td>
<td><strong>1166</strong></td>
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</tbody>
</table>

**BID PROCESS QUESTIONS**

6. **Question:** Who will be on the evaluation committee for the RFP from the County?
   **Response:** The evaluation committee is comprised of four staff members from the Correctional facility and one member from the MCSO Fiscal Department. In addition, three people serve the committee in a consulting capacity: one from MCSO IT Department; a staff member from the Correctional facility who works with the Commissary; and a Correctional facility staff member who works with security issues.

7. **Question:** How will notification of award be announced to prospective bidders?
   **Response:** The award announcement will be posted on the website at [www.manateesheriff.com](http://www.manateesheriff.com)

8. **Question:** The site visit could produce additional questions. Since the question deadline occurs prior to the site-visit, will there be an opportunity to ask formal questions after the site visit?
   **Response:** The deadline for questions prior to the Pre-Bid meeting was solely to enable us to get answers to technical questions prior to the actual meeting time. This enables us to provide answers in a more timely fashion. Questions may be posed through the Bid Coordinator at any time. Responses will be posted on the website for all interested parties to review.

9. **Question:** To demonstrate the ability to accommodate the scope of work/services requested, should all vendors provide 5 references with over 1000 inmates in the State of Florida?
   **Response:** The RFP states that Proposers should provide details on at least five references comparable to Manatee County in size and scope. Generally speaking this would require five references of over 1000 inmates. However MCSO would not exclude a reference that was close to the 1000 mark with regard to inmate population. All references do not have to be in the State of Florida; however the two references that would be amenable to site visits should be within the State of Florida.
10. **Question:** Who is your current commissary vendor?
   **Response:** Swanson Services is our current vendor.

11. **Question:** What is the commission that you are currently being paid?
    **Response:** 28%

12. **Question:** Do prices include tax on the commissary order form?
    **Response:** No. Product prices do not include tax. Taxes are calculated on the total as the order is concluded.

13. **Question:** What is the length of times sampled for the item usages listed?
    **Response:** The volumes listed on the price sheet are based on annual sales.

14. **Question:** Please provide the sales, less phone time or tax (net of), over each of the last three full commissary months.
    **Response:** Please see the table below for sales figures for June, July, and August, 2010.

<table>
<thead>
<tr>
<th>DATE</th>
<th>COMMISSARY SALES</th>
<th>INDIGENT SALES</th>
<th>NET SALES</th>
<th>NET SALES TAX</th>
<th>TOTAL SALES</th>
<th>TELEPHONE CARDS</th>
<th>STAMPED SALES</th>
<th>FOR COMM. AT 28%</th>
<th>TOTAL COMMISSARY SALES</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/01-05/28</td>
<td>$10,001.82</td>
<td>$415.50</td>
<td>$10,417.32</td>
<td>$1,966.86</td>
<td>$12,384.18</td>
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<td>$14,882.48</td>
</tr>
<tr>
<td>06/01-06/28</td>
<td>$14,460.03</td>
<td>$442.03</td>
<td>$14,902.06</td>
<td>$2,434.28</td>
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<td>$31,211.48</td>
<td>$5,154.70</td>
<td>$423.13</td>
<td>$16,288.21</td>
</tr>
<tr>
<td>07/01-07/28</td>
<td>$15,467.44</td>
<td>$482.03</td>
<td>$15,949.47</td>
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<td>$6,215.00</td>
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<tr>
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<td>$14,519.39</td>
<td>$452.30</td>
<td>$14,971.69</td>
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<td>$402.03</td>
<td>$10,402.03</td>
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<td>$3,579.00</td>
<td>$235.34</td>
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</tr>
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<td>$62,445.43</td>
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**CREDIT OF $115.00 FOR RETURNED INDIGENT PACKS**

**FOURTH QUARTER**

<table>
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<th>DATE</th>
<th>COMMISSARY SALES</th>
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<th>NET SALES</th>
<th>NET SALES TAX</th>
<th>TOTAL SALES</th>
<th>TELEPHONE CARDS</th>
<th>STAMPED SALES</th>
<th>FOR COMM. AT 28%</th>
<th>TOTAL COMMISSARY SALES</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/01-10/28</td>
<td>$18,623.30</td>
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<td>$3,416.24</td>
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<tr>
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<td>$501.50</td>
<td>$15,746.63</td>
<td>$2,806.92</td>
<td>$18,553.55</td>
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<td>$19,072.79</td>
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<td>$11,184.23</td>
<td>$2,056.37</td>
<td>$13,240.60</td>
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<td>$5,154.70</td>
<td>$416.60</td>
<td>$18,824.99</td>
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<tr>
<td>TOTAL</td>
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<td>$47,119.66</td>
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<td>$53,097.52</td>
<td>$99,211.48</td>
<td>$16,583.50</td>
<td>$1,482.64</td>
<td>$54,772.16</td>
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**CREDIT OF $55.00 FOR RETURNED INDIGENT PACKS**

**JULY TOTAL**

<table>
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<th>DATE</th>
<th>COMMISSARY SALES</th>
<th>INDIGENT SALES</th>
<th>NET SALES</th>
<th>NET SALES TAX</th>
<th>TOTAL SALES</th>
<th>TELEPHONE CARDS</th>
<th>STAMPED SALES</th>
<th>FOR COMM. AT 28%</th>
<th>TOTAL COMMISSARY SALES</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/01-06/28</td>
<td>$14,770.28</td>
<td>$439.70</td>
<td>$15,209.98</td>
<td>$2,691.36</td>
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<td>$35,211.48</td>
<td>$6,218.40</td>
<td>$519.34</td>
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<tr>
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<td>$11,582.64</td>
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<td>$11,991.64</td>
<td>$1,930.75</td>
<td>$13,922.39</td>
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<td>$5,154.70</td>
<td>$416.60</td>
<td>$19,738.79</td>
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<td>$15,759.14</td>
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<td>$6,218.40</td>
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<td>$22,431.52</td>
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<td>JULY TOTAL</td>
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**CREDIT OF $12.00 FOR RETURNED INDIGENT PACKS**

**CREDIT OF $112.00 FOR RETURNED INDIGENT PACKS**

<table>
<thead>
<tr>
<th>DATE</th>
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<th>INDIGENT SALES</th>
<th>NET SALES</th>
<th>NET SALES TAX</th>
<th>TOTAL SALES</th>
<th>TELEPHONE CARDS</th>
<th>STAMPED SALES</th>
<th>FOR COMM. AT 28%</th>
<th>TOTAL COMMISSARY SALES</th>
</tr>
</thead>
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<tr>
<td>05/01-05/28</td>
<td>$19,375.51</td>
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<td>$19,815.21</td>
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<td>$50,408.09</td>
<td>$8,062.09</td>
<td>$850.10</td>
<td>$31,320.68</td>
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<td>08/01-08/28</td>
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<td>$50,408.09</td>
<td>$8,062.09</td>
<td>$850.10</td>
<td>$31,320.68</td>
</tr>
</tbody>
</table>
15. **Question:** Please provide the following in regard to phone time sales:

**Response:**
- **Phone company name:** PCS
- **Phone company contact:** Eric Gonzalez
- **Phone company contact’s phone number:** 310-954-5420
- **Phone company contact’s email address:** eric.gonzalez@teampcs.com
- **Please list the denominations sold. (i.e. $10, $20, etc.)** Phone minutes are sold in denominations of $1 and $50.

16. **Question:** Can you explain how phone minutes are handled now and who is responsible for the commission? What is the current commission rate the county is being paid?

**Response:** Inmates purchase phone minutes through the commissary. The commissary vendor facilitates the purchase by accepting the orders and passing sales information along to PCS. MCSO receives the total revenue generated by sale of debit card and prepaid phone minutes. PCS invoices MCSO for the commission associated with the minutes used, and MCSO issues PCS a check. The commission rate that PCS pays MCSO on phone sales is 37% for collect calls and 36% for debit cards and pre-paid minutes. Phone minutes sold are subtracted from Commissary sales amounts before the commission rate on commissary sales is paid to MCSO. The commissary vendor does not receive any portion of the revenue generated by the sale of phone cards/minutes.

17. **Question:** On average, how many orders are processed a week/month? How many orders per month, over the last three months, have been placed through the commissary?

**Response:** Approximately 1100 orders are processed each week. (The estimate includes two order days each week.) The monthly average is 4400.

18. **Question:** Does the current commissary company have an employee on site?

**Response:** No. There are two MCSO employees assigned to the Commissary Unit.

19. **Question:** In reference to the RFI, Addendum 5, it was stated that currently 5-7 vendor staff members deliver commissary. How many hours per week does it currently take for the deliveries to be made?

**Response:** In the current system, deliveries are made twice weekly. Normally 5-7 commissary employees arrive and begin the delivery process to the general population. That part of the delivery takes anywhere from an hour and a half to two hours. Then all but two people leave. Those remaining two employees deliver commissary orders to the working inmates. That requires approximately an additional hour and a half. Total man hours would be approximately 13 ½ to 17 hours per delivery day.

20. **Question:** Does the Manatee County Sheriff’s Office provide inmates with admission kits and indigent kits? Does the detention center purchase the kits from the current commissary vendor? If so, please provide the contents of each kit and the cost for each kit. Please give amount and size of items. How many of each kit is provided on a weekly, monthly and annual basis? What does the indigent kit contain? Please give amount and size of items.

**Response:** MCSO provides Admission Kits to inmates; however these are not handled through the commissary. The Admission Kit contains soap, a toothbrush, toothpaste and a comb. We do have Indigent Kits available for inmates. The cost of $1.10 is absorbed by the Inmate Commissary Fund. The indigent kit contains: 2 postcards with postage, a pencil and one eraser.
21. **Question:** Are commissary orders currently being placed by outsiders via kiosk?
   **Response:** No. Outsiders do not currently have the ability to place orders on behalf of inmates. This is something that we want to offer.

22. **Question:** Is there currently a fingerprinting or barcode system in place for commissary delivery? Please describe the current use. (Refers to flow chart.)
   **Response:** There is not currently a fingerprinting device or barcode system in place for commissary delivery. Fingerprints are taken manually (with ink) on the receipt at the time of delivery. An electronic fingerprint feature is one that MCSO would like to put into place.

23. **Question:** Does the barcode scanning equipment/software get utilized for confirmation of commissary delivery to the inmate along with a signed copy of the receipt?
   **Response:** This is what MCSO would like to put into place – both the barcode scanner for commissary orders and a signed receipt for proof of delivery.

**INMATE BANKING QUESTIONS**

24. **Question:** Will the Manatee County Sheriff’s Office continue to manage the Inmate Accounts and Welfare Fund?
   **Response:** Yes.

25. **Question:** What functions does the current barcode scanning process perform for inmate property? How does this work in the booking process now?
   **Response:** We are not currently using a barcode scanning process for inmate property. This is a feature that we would like to incorporate in managing inmate property.

26. **Question:** Is the current vendor accepting ACH and electronic check deposits now?
   **Response:** No. Currently only debit cards and credit cards are used for deposits.

27. **Question:** On average, how many inmate deposits do you have per week/month?
   **Response:** We are unable to access the report that details resident deposits at this time. We are working to resolve the issue and will post the information on the website as soon as possible.

28. **Question:** Does your current provider allow for inmate deposits to be made from PayPal?
   **Response:** No. Deposits are not currently made to inmate accounts via PayPal.

29. **Question:** What are the fees associated with inmate deposits?
   **Response:** Cash deposits carry a fee of $2.75. Credit and debit card deposits are charged 6% with a $6.00 minimum. Deposits made via the internet are 4.5% with a minimum fee of $4.50.

30. **Question:** Does the County allow for any other cash or money order deposits outside the PayPal system?
   **Response:** Yes. Currently we accept money orders by mail or delivered in person at the visitor center. Cash is accepted at the cash machine in the visitor center. We would prefer not to accept money orders.

31. **Question:** Are inmates currently allowed to make deposits on their accounts via credit/debit card at booking? What are the fees for these transactions? (Refers to flowchart.)
   **Response:** Inmates can make deposits on their accounts via both credit and debit cards when they are booked. After that, their cards are stored with their property.
32. **Question:** (This question relates to E.3.1 in the RFP which describes 3-4 cash machines to be located in Booking Lobby, near the Guard House and in Property.) Is this something that is currently offered by your current Commissary vendor?
   
   **Response:** There is one cash machine currently in use in the Inmate Visitation Center. We want to remove it and place cash machines at: Intake window/Booking; the Guard house; and lobby/property locations.

33. **Question:** Can you provide more information regarding the requirement to provide cash to debit card users?
   
   **Response:** Inmates will be issued a debit card for the outstanding balance on their account when they are released. They will use the ATM to get cash if it is needed immediately while still on site, e.g. to get cash for a taxi. This will eliminate the need for us to handle cash.

34. **Question:** Who owns the ATM machine in the booking area? (Refers to flowchart.)
   
   **Response:** A third party owns the ATM machine in the booking area. The third party is Met Bank.

35. **Question:** Who owns/is responsible for the cash in the ATM machine? (Refers to flowchart.)
   
   **Response:** The third party vendor.

36. **Question:** What are the fees associated with the ATM machine in the booking area? (Refers to flowchart.)
   
   **Response:** A fee of $7.50 is assessed by the ATM machine owner.

37. **Question:** Who replenishes the monies in the ATM machine? (Refers to flowchart.)
   
   **Response:** The third-party vendor.

38. **Question:** If the ATM is replenished by a 3rd party bank, does the Facility allow the vendor to enter the Facility with firearms?
   
   **Response:** The ATM is replenished by the third-party vendor. A person can enter the facility lobby with a firearm; however then it must be stored in a locker and can be retrieved again upon departure. No one is allowed to enter with a firearm.

39. **Question:** How many ATM’s are currently being provided by the commissary vendor?
   
   **Response:** There is no ATM currently provided by the commissary vendor. However Met Bank currently has one ATM on site.

40. **Question:** Please provide the bank the County uses for the inmate trust and welfare accounts including contacts and phone numbers there.
   
   **Response:** Bank of America is the bank that MCSO uses for all accounts. If needed, contact information will be supplied to the vendor who is awarded the new contract.

41. **Question:** What are the dollar amounts of each of the fees charged to an inmate while incarcerated at the Manatee County Jail?
   
   **Response:**
   
   - $20.00 Subsistence Fee
   - $8.00 Doctor or Dentist
   - $5.00 Nurse, Notary and Prescriptions
   - $.07 Per Copy for Legal Copies
   - $4.00 Lab Work
   - $35.00 X-ray
$2.00 Daily for Meals

EQUIPMENT RELATED QUESTIONS

42. Question: May we contact the County IT department? Who is the contact?
Response: No. All questions must go through the Bid Coordinator. Please contact Deb Merrill and she will see that your questions get answered.

43. Question: Does the current inmate banking software display in multiple languages? On kiosks, terminals or both?
Response: Yes. Spanish is displayed on both kiosks and terminals.

44. Question: What would constitute a software failure? Would there be a need for a separate alarm piece of equipment to be installed?
Response: The machine locking up when an inmate want to use it would constitute a failure. A separate piece of equipment may not be needed. It depends on what the kiosks include.

45. Question: How many inmate kiosks are currently deployed? Will new kiosks replace old kiosks on a one-to-one basis?
Response: There are currently 28 kiosks deployed. We will want at least as many kiosks as we have now. There may be a need to increase that number depending on locations where kiosks are placed.

46. Question: How many lobby kiosks and ATM machines are currently being provided by the Commissary vendor? (p.16) Will they be replaced on a one-to-one basis?
Response: Currently 28 machines are provided. It is anticipated that all kiosks will be replaced and that an additional two more will be placed, for a total of 30.

47. Question: If network and electrical lines exist for the pod kiosks today, are they in working order, and will the incoming vendor be able to utilize those lines? Please clarify, are all network drops and electrical connections in place for the requested kiosk machines?
Response: Existing network and electrical lines for the 30 kiosks are in working order and any incoming vendor can use existing lines.

48. Question: Both the lobby and booking kiosk will require CAT 5 cable and power; will the detention facility be responsible for the cable and power installation? Will the detention center be responsible for all electrical and network cabling for computers, kiosks, and cameras? If not, who will be responsible for the cost of the network and electrical cabling and installation required for the kiosks? If the vendor will be responsible, please obtain a quote from a cable/electrical wiring installation contractor acceptable to the County, stating the cost for the wiring needs.
Response: The vendor will be responsible for costs related to the installation of network cable and electrical wiring if additional connections are needed to run computers, kiosks and cameras. Each network drop carries a cost of approximately $150. There will need to be at least two network drops: one for the release window/bondsmen lobby and one for the guard shack. The work for each network drop is done by Manatee County employees. Electrical lines and/or outlets for cash machines/ATM’s will need to be installed at the release window/bondsmen lobby and in the guard shack. That work must be done by electrical contractors approved by the County. We are currently working to get a rough estimate of the cost for that electrical work and will post it on the website as soon as it is available.

49. Question: How many receipt printers are being provided by the current vendor?
Response: Three (3) receipt printers are currently being provided. One is located in Property and two are in the Commissary Unit.
50. **Question:** For clarification to the RFP, Section E.3 #8 and #10, what relation does the video camera system have to the commissary operation and inmate banking system?

**Answer:** We have determined that cameras/video surveillance equipment will be considered a value added component of any proposal submitted. The intended use of the video cameras is to provide security reviews for transactions made. The purpose of the video surveillance system is investigative. Capturing video of transactions made at kiosks will allow personnel to determine who made transactions on an account.

51. **Question:** How many video cameras are required? How many people will be monitoring the live feed? How many monitoring stations do you need? Is the wiring in place for these cameras?

**Response:** We have determined that cameras/video surveillance equipment will be considered a value added component of any proposal submitted. The intended use of the video cameras is to provide security reviews for transactions made. We are particularly interested in having cameras on the cash machines and ATM’s. We have been made aware that some kiosks have built-in cameras. Vendors are encouraged to include cameras if they can make them available. If cameras are included, four people would be monitoring the live feed, so four stations would be required. There is no wiring for separate cameras in place.

52. **Question:** So that all vendors are meeting the same requirements for the RFP and [are] evaluated accordingly, can you please provide the specification of the Video Camera/DVR system required, and the source of the specifications?

**Response:** We are open to the specifications that could be used for the Video Cameras/DVR system. It may be that cameras come installed on machines. If they aren’t installed, the main requirement will be that the resolution be high enough to produce a clear picture. Please provide the specs of the equipment if you include that equipment in your proposal, and we will be able to compare.

53. **Question:** What equipment is being provided by the current vendor? (I.e. computers, printers, scanners, lobby kiosk and booking kiosk, etc.)

**Response:**

- a. PC’s: 3 (One in Commissary and 2 in Property)
- b. Printers: 4 (Two in Commissary and 2 in Property)
- c. Scanner: 1 (Is housed in Commissary Unit)
- d. Pod Kiosks: 28
- e. Lobby/Deposit Kiosks: 1
- f. Booking Kiosks: 0
- g. Etc.

54. **Question:** How many computers and printers will need to be provided by the new commissary company? Please provide the hardware requested by the County:

- a. PC’s: 3
- b. Printers: 4
- c. Scanner: 1
- d. Pod Kiosks: 30
- e. Lobby/Deposit Kiosks: 3
- f. Booking Kiosks: 1
- g. Etc. (ATM’s) 3

55. **Question:** Please describe the fingerprinting system currently being used as it relates to commissary and inmate banking.
Response: There is currently a fingerprint reader being used in conjunction with the booking number for inmates to log into the kiosk/inmate banking system. The inmate places his index finger on a fingerprint scanner that is housed in the kiosk. Inmates also use an inkpad to manually create a fingerprint that is placed on the commissary delivery receipt.

56. Question: Can inmates also place commissary orders via the telephone?
Response: Yes, they can place orders using a pin number via the telephone. Commissary sales increased when we added that feature.

57. Question: What Jail Management System do you currently use? Do you foresee changing systems within the near future?
Response: Our current Jail Management System is Intergraph. We do not foresee changing systems in the near future.

58. Question: Is the current commissary vendor interfaced with your JMS vendor? If so, what file format is the interface file? May we get a copy of the file layout that is being used in the interface? How often does the interface run? Does the data from the interface flow both ways, from the commissary system to JMS and vice versa? What language is your Jail Management System written in?
Response: The current commissary vendor is not interfaced with Intergraph, our JMS vendor. However they are in communication with our JMS vendor to get an interface to accomplish this. We do not know the current status of the project. Our JMS application has an Oracle backend, and the Client is written in VisualFox Pro for Windows. More information can be obtained if needed. The response to question number 58 includes the contact information for our Intergraph representative.

59. Question: Is it required that the interface with the inmate banking system be real-time? Does the JMS system currently have the ability to interface with external systems for the purpose of providing new booking data and inmate location updates?
Response: Since both the booking and commissary processes are performed at the Intake Property location, it is necessary that the interface between JMS and the inmate banking system be in real time. This will prevent errors and help to avoid double entry for data. JMS does interface with other systems in our agency. Examples include AFIS and Mugshots. We provide the booking and demographic information; however we do not transfer inmate location updates to any other system.

60. Question: Will the County be responsible for the JMS Interface cost? If not, please provide the following: JMS company contact; JMS company contact’s phone number; JMS company contact’s email address; and JMS company integration cost.
Response: The current commissary vendor is not interfaced with Intergraph who is our current JMS vendor. All costs associated with the operation of the Commissary are the responsibility of the vendor. This includes the cost of interfacing with the Jail Management System.
JMS company contact: Scott Pallack, Senior Account Manager
MS company contact’s phone number: Mobile: 954-415-7157
JMS company contact’s email address: scott.pallack@intergraph.com
JMS company integration cost: This will have to be determined by talking with the JMS Contact as the amount may vary depending on vendor software.

61. Question: Should all vendors list any and all fees/charges in relation to their kiosks including replacement costs, shipping fees, etc.?
Response: All fees and shipping charges are costs that must be assumed by the vendor. Fees charged for inmate transactions should be listed.
62. **Question:** Please describe the use of scanners in the commissary and property unit?
   **Response:** The scanner is currently used in the Commissary Unit to scan commissary order sheets that must be completed manually on a bubble sheet. The scanner is used twice weekly to submit orders. Approximately 50 orders are placed each week via the bubble sheets.

63. **Question:** What is the intended use of the video cameras and the DVR?
   a. How many cameras are needed?
   b. How many locations will the data be viewed from?
   c. What locations would be viewed by the cameras?
   d. Does the current commissary provider provide all equipment listed?
   e. Is this a requirement of the RFP?

   **Response:** We have determined that cameras/video surveillance equipment will be considered a value added component of any proposal submitted. The intended use of the video cameras is to provide security reviews for transactions made. Cameras at cash/ATM machine locations are of particular interest to us. We would also like to have cameras at the 30 kiosks if possible. The current commissary vendor does not provide this equipment. The equipment is included in the RFP and vendors are encouraged to include it as part of their proposal if this is something that can be offered.

64. **Question:** The lobby kiosk will require internet access. Will the vendor be allowed to access the Internet through the detention center network?
   **Response:** Yes, connectivity to the Internet will be provided under a secure connection.

65. **Question:** Is the September 2011 date for the new contract a firm date?
   **Response:** Yes, pretty firm.