

MDOC Canteen Services, RFP 15-032, RFX #3120000276
Amendment 2 to RFP

1. The RFP is amended in reference to financial statements. Offerors may submit “certified” financial statements which are produced from company bookkeeping records. Certified financial statements must be signed by the authorized company representative and DO NOT have to come from a certified public accountant.
2. MDOC is seeking proposals from all vendors that meet the minimum requirements in Section 5.2 of the RFP.
3. The procurement schedule of the RFP is amended. The date for Answers to Questions is changed from April 27, 2015 to **May 5, 2015**. This change DOES NOT change the due date for samples or the due date for proposals because **a vendor has to be selected and ready to operate by August 1, 2015**.
 - a. Deadline for samples is still **May 14, 2015** and
 - b. Deadline for proposals is still **May 15, 2015 at 4 p.m. in MAGIC**
4. Item 4.8.1 of the RFP is clarified. Offerors are required to respond to the RFP and written amendments in the proposal, not to what was said to them by MDOC personnel, or by others. Only the successful vendor will be able to negotiate the proposed contract.

Offerors shall acknowledge receipt of this Amendment #2 to RFP 15-032 by authorized signature and date below. The signed Amendment #1 and #2 must be returned with the proposal via MAGIC by 4 p.m. on **Friday, May 15, 2015. Please access RFX 3120000276 to upload your documents.**

ACKNOWLEDGED:

_____ DATE	BY: _____ Authorized Signature
	FIRM: _____

Questions and Answers

The following questions were asked and answered:

NO.	QUESTION	ANSWER
1.	How many pad kiosk are in each facility?	Each facility does not have a pad kiosk.
2.	Who currently owns the kiosks that are installed?	The kiosks were set up by GTL (telephone vendor) for the inmates.
3.	What were 2014 gross sales? (By facility if possible)	Please see the sales by facility in Attachment 2 to this document.
4.	Page 19 Section 5.4.2 has a hanging word “This” was there more information that was not continued on Page 20?	NO
5.	Page 21 Section 5.4.17 is not clear. How many units will vendor employees be required to distribute canteen items to?	<ul style="list-style-type: none"> a. Vendor personnel will transport items to MDOC facilities if vendor operates a warehouse outside (offsite) of MDOC facilities. Vendor will have an employee onsite at MSP, CMCF, and SMCI. The vendor employee onsite will distribute inmate canteen orders after inmates present their valid identification. b. Vendors using MDOC facilities for warehousing and bagging, will assign personnel to distribute canteen orders to inmates after inmates present their valid identification. c. Therefore, the answer to the question is that Vendors will issue ALL canteen orders to inmates at ALL MDOC facilities in order to verify that an inmate actually received their order. d. Inmates will come to the canteen area in the facility. Vendor will not go to inmate housing unit. e. MDOC personnel will always direct MDOC inmates. The number of inmates and the location of inmates change. f. See the most recent Inmate Population Report in Attachment 3 to this document. Please review Item 5.1.5 in the RFP.
6.	How many units will MDOC staff hand out to?	See the answer in Question 5 above.
7.	What type of samples are expected?	Review Exhibit G in the RFP.

8.	Page 24 Section 5.14.3 Are cash registers currently in use in any of the facilities? If so, where?	Canteen items are currently bagged off site. Any cash registers that may be currently used by the canteen vendor in the canteen area at the MDOC facilities are owned by the current canteen vendor perhaps for visitors; however, there shall be no cash exchanged between inmates and canteen vendor. It is primarily a cashless system.
9.	Does MDOC currently offer deposits to inmate accounts via the Internet or allow purchase of commissary items via the Internet?	Yes. All inmates should be able to call in their orders. Please review Item 5.3.3 in the RFP.
10.	Are there lobby kiosks available for inmate families to deposit cash or credit cards on inmate accounts?	Yes
11.	Can we get the interface specifications for the interface to Offendertrak?	The winning vendor will receive the specifications.
12.	Please tell us of your level of satisfaction with your current commissary vendor.	This procurement has been generated to provide an objective process of securing a canteen services contract which has nothing to do with MDOC's level of satisfaction with the current vendor.
13.	Why does Exhibit I say "Bulk Delivery Bid Sheet"?	Bulk delivery is currently to the vendor's warehouse.
14.	If we're proposing pre-bagging operations, should we propose a different menu?	The items on the Master Commissary List (Exhibit G) have been approved by the MDOC Canteen Committee as per MDOC policies and procedures. If vendor proposes new/different items, those items should be identified in the narrative of the proposal. The MDOC Canteen Committee will determine if the items will be allowed.
15.	Can we submit menu's for bulk and a menu for pre-bagged service?	Bulk items would go to a warehouse (outside MDOC facilities/inside MDOC facilities). Vendor would still be responsible for filling inmate orders and bagging before an order is distributed to inmates. Vendors should submit sample items listed in Exhibit G and/or submit pricing for the same or comparable items in Exhibit I.
16.	Will bidders who offer bulk service have their prices evaluated head-to-head against bidders who offer pre-bagged service?	All inmate orders will be pre-bagged by the vendor before they are issued to the MDOC inmate. Offerors are not categorized as bulk or pre-bagged.

17.	<p>Does the current vendor provide and repair/replace the microwaves used by inmates at MDOC facilities?</p> <p>If yes, how many microwaves are currently installed and how many replacement microwaves have been provided over the last 2 years?</p>	<p>NO</p> <p>N/A</p>
18.	We request that we get current usages per item from all locations currently being served by the current vendor and that services are being requested for in this RFP.	Vendors must prepare proposals based on information received.
19.	Even though item descriptions have been removed many items have exclusive sizes that are being packaged for our competitor that we have no access too or can bid. We request that we are allowed to bid similar items that have either a smaller or larger item.	Offerors should use the Master Commissary List (Exhibit G) as an example of the approved items and required sizes and try to meet those specifications as much as possible. Containers meet other specifications for security and handling.
20.	We assume the commissary item evaluation will be based on a per-ounce cost or each basis. Is that correct? If so the spreadsheet needs to be adjusted to submit price per ounce and each along with adding usages.	Exhibit I will not be adjusted. Each Offeror should use Exhibit I to propose the same or similar products, pricing, and sizes. Samples of canteen items will also be reviewed for nutritional value. Do not add any new items to Exhibit I. Variations in size of the items proposed will be proportionately adjusted in order to obtain comparable pricing for any given item.
21.	Certain food items are exclusive to the current vendor, can we bid another similar type of food item?	Vendors should submit sample items listed in Exhibit G and/or submit pricing for the same or comparable items in Exhibit I.
22.	Certain personal care items are exclusive to the current vendor, can we bid another type of personal care item?	See answer to Question 21 above.
23.	How are canteen sites to be visited on the prebid tour being used now?	<p>For the MDOC operated facilities: MSP, CMCF, and SMCI, the canteen space will be used by the selected canteen vendor. Selected canteen vendor may assign an employee to those sites.</p> <p>The selected vendor will utilize any assigned canteen space to issue pre-bagged orders to inmates.</p> <p>If no space in the facility is assigned as canteen space, the selected vendor will park in</p>

		approved location and issue pre-bagged orders to inmates.
24.	Does the current vendor reimburse the Department for the space being used?	No
25.	We request the current canteen ordering and deliver schedule be provided.	Vendors must propose a cut off day for inmates to place orders so that the vendor can prepare their proposal. This would be negotiated with the successful vendor because activity within the prisons change for security purposes. Schedules are subject to change. Vendors must respond to the RFP in their proposal narrative.
26.	We request the current deliver method at each location be provided.	Canteen items are delivered by truck to MDOC facilities with orders already bagged in clear bags.
27.	Does the Department currently provide any staffing support to the current vendor? If so what are they and where? Does the current vendor reimburse for the Department's support?	The department will not provide staffing support to the vendor.
28.	Does the Department currently provide any equipment to support to the current vendor in delivery? If so what are they and where? Does the current vendor reimburse for the Department's support?	The department will not provide delivery equipment/machinery to the vendor. N/A
29.	Are there any size limitations by facility of trucks that can enter?	No
30.	Are there loading/receiving docks at all locations? If not, where are there docks and where are lift gates required?	Vendors should attend tours which will help them with preparing their proposal.
31.	Section 4.4. This section says that the State Is exploring the “feasibility” of switching to a vendor for banking. Does the State in fact intend to award banking services if it likes a proposal it sees, or are the banking proposals in the nature of a request for information?	All information received in vendor proposals will be reviewed and considered.
32.	Section 5.3.3.2. Must a vendor offer kiosk ordering “at “MDOC facilities with kiosk capability” or may a vendor offer inmate phone ordering everywhere and no kiosks?	A vendor may offer inmate phone ordering everywhere and no kiosks.
33.	Is there a current kiosk vendor in place for other kiosk services?	Vendors are not required to offer kiosk. Please see 5.3.3 in the RFP.
34.	If a vendor must offer a kiosk, what functionality does the State want?	Vendors are not required to offer kiosk. Please see 5.3.3 in the RFP.

		MDOC encourages an inmate telephone ordering operation using standard procedures at each facility.
35.	Exhibit I. Section 5.9. Is Exhibit I the initial commissary menu or is it in the nature of a market basket? Do we propose and provide samples only for the items listed on Exhibit I, or do we propose a larger menu that incorporates Exhibit I and provide samples for all items we propose?	See Amendment #1 to the RFP. Each Offeror should use Exhibit I to propose the same or similar products, pricing, and sizes. Samples of canteen items will also be reviewed for nutritional value. Do not add any new items to Exhibit I. Variations in size of the items proposed will be proportionately adjusted in order to obtain comparable pricing for any given item.
36.	Section 5.7.3. Exhibit I or are states that vendors are to “Contact Mississippi Prison Industries for pricing on clothing.” Must a vendor use MPIC clothing? Can a vendor propose other clothing too?	Where indicated, those items must be provided by MPIC. Contact Larry Holly at lh-mpic@comcast.net for pricing on clothing. In reference to new items, please see Amendment #1 to this RFP.
37.	Section 5.10.10. This section states a vendor is to train its employees. Is this the same training as is referenced in Section 5.10.5? Does the vendor need to provide a formal training program for its employees that is approved by MDOC?	It is suggested that key staff attend the three (3) day MDOC orientation and develop training for vendor personnel that conform to MDOC rules and regulations.
38.	Section 5.13.6. Will the MDOC allow “Option 1A” offsite bag and deliver services at some facilities and “Option 1B” inmate labor services at other facilities? Does the MDOC intend to award on only one vendor or are multiple award possible to vendors offering different types of services?	See Page 13, Item 5.1 of the RFP. Please review Amendment #1 to the RFP.
39.	Section 6.4.2.8 Is a vendor required to disclose investigations of it by law enforcement authorities as a “legal proceeding”?	Yes, any type of proceeding or investigation should be disclosed.
40.	Section 6.4.5.5. Can a vendor offer two (or more) different “Option 1B” plans and thus two different commissions, one for each plan (with those plans also being combined with Options 2A and/or #A)? If so, can a vendor alter Exhibit I-1 to reflect all of its proposals and commission offerings?	Do not alter Exhibit I. Each Offeror should use Exhibit I to propose the same or similar products, pricing, and sizes. Samples of canteen items will also be reviewed for nutritional value. Do not add any new items to Exhibit I. Variations in size of the items proposed will be proportionately

		<p>adjusted in order to obtain comparable pricing for any given item.</p> <p>Do not alter Exhibit I-1.</p> <p>Please see Amendment #1 to the RFP.</p> <p>Please see Section 4.13.1 of the RFP.</p>
41.	<p>Section 6.4.8.3 and Section 6.4.8.4. Section 6.4.8.3 states that the transmittal letter must list each RFP/proposal section and state “will comply.”</p> <p>Section 6.4.8.4 states that vendors are to provide a “proposal narrative.”</p> <p>Are vendors still to reply section by section when providing a “proposal narrative” or may vendors literally provide a business plan in narrative form that is not broken out section by section?</p> <p>Will simply listing the RFP sections by number and stating “will comply” next to each one suffice to satisfy the requirements of Section 7.2.1.3 if the proposal narrative is not broken out section by section?</p>	<p>YES. Follow 6.4.8 Item 3 For the Transmittal Letter</p> <p>YES. Follow 6.4.8 Item 4 for the Proposal Narrative.</p> <p>Offeror’s should follow 6.4.8 Item 4 for the narrative.</p> <p>Offeror’s should follow the format of the RFP for the narrative. Providing the section numbers would definitely help with that process. Indicating “will comply” next to each section would be acceptable.</p>
42.	<p>Section 7.3. Pricing is worth a total of 40 points, 25 for cost of goods and 15 for commission. How will the points be allocated between vendors with different prices and commissions? For instance, will the vendor with the best cost of goods receive all 25 points and the other vendors 0? Or will the cost of goods and commissions offers be ranked and points allocated on a sliding scale or some other methodology?</p>	<p>Please see Amendment #1 to the RFP.</p>
43.	<p>Section 7.4.2. Does “competitive negotiation” mean that the State intends to reveal the vendors bids to one another prior to award in order to negotiate with each one?</p>	<p>No. Please review 7.4.2.</p>

44.	<p>Can you verify the difference in the coffee requested? What, specifically, do you mean by:</p> <ol style="list-style-type: none"> Coffee "Grains" - do some inmates have a "peculator"? Coffee, Instant Coffee, Freeze Dried Coffee, Decaf - is this just a "decaf" version of the "instant"? It appears the "instant" is 4oz and the "freeze dried" is 3oz, is that the only difference? 	<p>Offerors should use the Master Commissary List (Exhibit G) as an example of the approved items and required sizes and try to meet those specifications as much as possible. Containers meet other specifications for security and handling.</p> <p>Exhibit I will not be adjusted. Each Offeror should use Exhibit I to propose the same or similar products, pricing, and sizes. Samples of canteen items will also be reviewed for nutritional value. Do not add any new items to Exhibit I. Variations in size of the items proposed will be proportionately adjusted in order to obtain comparable pricing for any given item.</p>
45.	<p>The commissary vendors had quarterly compliance meetings with Sherry Robinson. I haven't received or heard from anyone with MDOC regarding this and was curious as to whom we'd speaking to on this matter?</p>	<p>The successful vendor will be informed if there are compliance meetings.</p>
46.	<p>Does the current vendor reimburse the state/DOC in any way for the inmate labor used to assist their onsite employees?</p> <ol style="list-style-type: none"> If so, please provide the hourly rate at which they reimburse for inmate labor? Do they pay each facility? The MDOC business office? The trust fund unit? Please provide a rough count of how many inmates are assigned to assist the commissary staff at each MDOC facilities and for how many days a week (typically) those inmates work for the commissary provider. What specific job duties may be performed by the inmates and what are they not permitted to do? For instance: <ol style="list-style-type: none"> Can they use a scan gun to verify the accuracy of incoming shipments? Are they permitted to see labels on individual orders with the destination inmate's name and housing unit? 	<p>NO. See 5.7.4 of the RFP.</p> <p>N/A</p> <p>N/A</p> <p>Please see Amendment #1 to the RFP. Inmates will be available 5 days a week. Proposers should let MDOC know how many inmates are required to complete the services.</p> <p>Vendors proposing to utilize inmate labor must identify tasks that may be assigned to an inmate. Therefore, the number of required inmate workers must be identified by the Offeror in their proposal.</p> <p>Vendors proposing to utilize inmate labor must identify tasks that may be assigned to an inmate. Therefore, the number of required inmate workers must be identified by the Offeror in their proposal.</p>

	<p>iii. Are they permitted to handle any merchandise or bagged orders once they come out of the shipping boxes?</p> <p>iv. Can they enter the storeroom without supervision by the commissary employee and/or MDOC staff?</p> <p>v. Are they allowed to use powered pallet jacks?</p> <p>vi. Can they handle or process receipts in any way?</p> <p>vii. Please provide a copy of any MDOC policy that governs what inmates may and may not do while working for the commissary vendor(s).</p>	<p>Vendors proposing to utilize inmate labor must identify tasks that may be assigned to an inmate. Therefore, the number of required inmate workers must be identified by the Offeror in their proposal.</p> <p>NO. Inmates shall not handle any money.</p> <p>See Exhibit B to the RFP.</p>
47.	<p>Does the current vendor reimburse the state/DOC in any way for the use of the onsite storeroom to secure the inmate orders after they are delivered and during the extended delivery process?</p> <p>If so, please provide the reimbursement rate for rent, utilities etc. for each of the storerooms at the MDOC facilities.</p> <p>Is this rate calculated based on the square footage used or any other particular criteria?</p> <p>If so, please provide (roughly) the square footage of the storeroom(s) at each MDOC facility.</p>	<p>NO. See 5.7.4 of the RFP.</p> <p>N/A</p> <p>N/A</p> <p>N/A</p>
48.	<p>Thank you very much for issuing instructions that menus will be evaluated on a price per ounce basis and that reasonable substitutions will be allowed. My team will finalize our menu and get ready to pull samples next week. Can you please also let us know if we send in samples next week and later receive responses that lead us to want to change our menu— will the state please commit to accepting revised samples up to a week after responses to questions are posted (<i>note: because the current procurement calendar calls for questions to be answered no later than the 22nd with samples due</i></p>	<p>The procurement schedule is revised. See the new procurement schedule in Amendment #1. MDOC will accept vendor samples, but will not allow time for vendors to change samples.</p>

	<i>the 23rd and proposals to 24th; this will required the state to accept samples up to a week after the current proposal deadline).</i>	
49.	<p>Please clarify that proposers are to provide samples of every item that they are bidding as a match or reasonably close substitute for each line item on Exhibit I Bulk Delivery Bid Sheet.</p> <p>Please specify exactly how many sample items for each line item on Exhibit I all proposers must provide. For instance, should we sent one sample of each clothing item but three of each food/beverage item (so that multiple evaluators can have a sample to taste)?</p>	<p>Exhibit I has 277 items. Vendors should provide products that are comparable to the items in Exhibit I. Please see Amendment #1 to this RFP.</p> <p>One (1) sample per line item. All clothing items will be provided by Mississippi Prison Industries. Do not provide clothing samples. Exhibit I has 277 items, some of which are clothing. Vendors should provide one sample of each non-clothing items that is comparable to a non-clothing item in Exhibit I.</p>
50.	<p>For many of the items on Exhibit I we may be able to offer several different reasonably close matches. If we provide a sample of one item and the committee deems that it is not close enough, will we be given a chance to submit a second reasonably matching item? For instance, if we offer a 4.5 oz. shampoo where the Bid Sheet lists a 3 oz. because we think that the product is close enough in size and of better value, but the canteen committee rejects it as being too far away in size; will we be given a chance to offer another item that is closer to the committee's preferences, like a 3.7 oz. shampoo of lesser quality?</p> <p>If the committee rejects any samples, how will this affect evaluation? Will a proposer whose samples are rejected receive a partial score for that line item? Will their bid be rejected?</p>	<p>Vendors should provide samples that are the same size or very close; however, if there is a difference in the size, vendors will not be asked for a second sample.</p> <p>Bids will not be rejected because of samples. The RFP provides reasons why a proposal may be rejected in Section 4, Item 4.13. In reference to samples, a proposal may be rejected if the Offeror does not have samples or if samples do not arrive before the proposals are evaluated.</p>
51.	How will the committee evaluate Bid Sheets if different proposers each have less than 100% of their line item samples accepted in the first round of merchandise evaluations?	Food samples will be evaluated based on nutritional value and quality. There will be one round of review/evaluation of samples.
52.	The state's response to question 14 in Q & A, part 1 issued at the pre-bid instructs	Please review Amendment #1 to the RFP.

	<p>proposers, “If vendor proposes new/different items, those items should be identified in the narrative of the proposal. The MDOC’s Canteen Committee will determine if the items will be offered.” Should proposers provide samples of any proposed new items with the samples of all Exhibit I items which are currently due April 23rd?</p>	
53.	<p>The current schedule for this procurement calls for all proposer questions to be answered on April 22nd with all samples due on the 23rd and proposals on the 24th. We respectfully suggest that given the number of open questions and their significance, this timeline is not the best way for the state to get the best proposals possible and to derive maximum value from this solicitation process.</p> <p>Will the state please revise the timeline to allow all proposers to have sufficient time after ALL questions are answered (22nd) and the date that all samples are due for evaluation (perhaps May 1st) AND time after we know whether our samples were accepted (@ May 8th) to provide new samples and/or to propose new menu items in our proposal narrative (per Q & A #14) as well as to fully incorporate the responses to questions into our proposals, pricing and operational plans (May 22nd for instance)?</p>	<p>Please See Amendment #1 to this RFP.</p> <p>Please see Amendment #1 to this RFP.</p>
54.	<p>On March 26th Union Supply requested a report showing usages and sales for each item on the current commissary menu. We also asked for the total dollar volume of sales, and the number of orders per week from each facility over the last six months.</p> <p>On April 8th the state passed out sheets at the pre-bid conference showing per-item sales for some MDOC facilities. However:</p> <ol style="list-style-type: none"> 1) This information does not include any sales information for any of the community work centers as we requested. 	<p>A spreadsheet of the report provided on April 8th has or will be sent to all vendors.</p> <p>Please see the 2014 Canteen Sales by Facility which is Attachment 2 to this document.</p> <p>A more up-to-date population report has been provided in Attachment 3 to this document.</p> <p>MDOC only requires Exhibit I in Excel format. Exhibit I will not change except vendors will provide pricing for the same or similar item and size. In other words, indicate “your company’s price” for this or a similar</p>

	<p>2) The information provided does not contain any data about the number of orders from each facility per month.</p> <p>3) The information provided does not show dollar volumes of purchases per facility.</p> <p>We understand that this report comes from only one vendor and that another vendor is providing services to the work centers. I also see that although there are no dollar volumes of sales on this report that information might be calculable if this information was in a spreadsheet rather than a 77 page hard copy.</p> <p>Will the state please provide usages per facility, per item and orders and dollar volumes of sales per facility <u>in spreadsheet format</u> so that proposers can combine the data from Keefe and Premier into a single, coherent and usable format. The incumbent vendors have this information in an easy-to-use format and can provide it to the state upon request. If it is not provided to other interested proposers, in Excel or other usable format, then we will be unable to plan our transportation, staffing and operational plans on an equal footing with the incumbent vendors.</p>	<p>item and size. Therefore, vendors may enter information into the size column and in the Unit Bid Price Column on Exhibit I – Bid Sheet. After vendor inputs information, print it out and have vendor’s authorized representative to sign and date each page and send it as part of the proposal PDF. Save the excel document to be submitted as part of the vendor’s Cost Proposal.</p> <p>Vendors will be submitting two files in MAGIC:</p> <ol style="list-style-type: none"> 1. Vendor Company Name Proposal – a PDF 2. Vendor Company Name Bid Sheet.- a spreadsheet <p>No new items will be added to Exhibit I. All vendor pricing will be compared based on Exhibit I.</p> <p>Variations in size of the items proposed by the vendors will be proportionately adjusted in order to obtain comparable pricing for any given item.</p> <p>Vendors should spend time preparing their proposal, bid, and samples. This is the only information that evaluators will have.</p> <p>The method that vendors use to determine their pricing is their own methodology. MDOC will not reveal vendor pricing before the proposals are received, regardless of whether they are the current vendor or not. If a vendor is selected, they will have to defend their pricing methodology. Using the current vendor’s pricing will not help other vendors with their pricing methodology process.</p> <p>The paper copy of the report provided at the April 8, 2015 Pre-Proposal Conference was provided to all vendors in PDF Format. The report is provided (or has been provided) in Microsoft Excel Format via email to all</p>
--	---	---

		canteen vendors as part of these Questions and Answers on Monday, May 4, 2015.
55.	In regards to the important dates of the process we respectfully request an extension of the current April 24 due date of the proposal – we feel it is necessary to have the proper amount of time to process the responses issued to all vendor questions (set to be issued on April 22) in order to fully understand the project and finalize our proposed strategies and proposal. We could suggest a two week extension would be satisfactory.	Procurement has been extended. Please see Amendment #1 to this RFP.
56.	<p>Page 13-17 Section 5.1: Please provide for each individual facility:</p> <ul style="list-style-type: none"> a. Today's Population. b. Current day of week and time orders must be placed. c. Current day of week and start/stop time order distribution takes place d. Current day of week and time packed orders are currently delivered e. The average monthly sales volume f. The average number of orders per week delivered g. Are any of these locations planned to be closed in the next year? h. Are there any new locations that are being planned? 	<p>See most recent population for each facility in Attachment 3 to this document.</p> <p>Vendors must propose cut off day for inmates to receive order so that vendor can prepare their proposal. Activity within facilities change for various reasons to include security purposes. Schedules change as needed by the facility.</p> <p>Vendor and facility leaders work out weekly schedules, which change as needed.</p> <p>See Canteen Sales by Facility in Attachment 2 to these questions.</p> <p>Orders are delivered to facilities once a week.</p> <p>No closures scheduled.</p> <p>No new locations scheduled.</p>
57.	Who is the current phone vendor and when does that contract expire?	The Telephone vendor is GTL and the contract expires January 2016.
58.	Page 19 item 5.3.4 section 6. – please clarify the acceptable number of days after ordering that you require the inmates receive their orders.	Vendors must propose a cut off day for inmates to place orders so that the vendor can prepare their proposal. This would be negotiated with the successful vendor because activity within the prisons change for security purposes. Schedules are subject to change.

59.	<p>Page 19 item 5.3.7 – how are returned orders currently being handled?</p> <p>Is this seen as acceptable to the facility administrations?</p>	<p>Vendors must propose how they will handle returned orders in their proposal.</p> <p>Inmates are moved from unit to unit and facility to facility for various reasons. Vendors must propose how they will handle canteen for MDOC with this in mind.</p>
60.	<p>Page 21 item 5.7.3 – When submitting Exhibit I can the vendor substitute a like item from a different manufacturer for the items that are exclusive to the current vendor? Can we add other items for improving variety?</p>	<p>See the answers to Questions 19 and 20.</p>
61.	<p>Page 52 – will spending limits include the purchase of higher priced items such as TV's, etc.?</p>	<p>Yes.</p>
62.	<p>Page 56 – will you allow payments to be handled by other vendors besides Western Union?</p>	<p>Yes.</p>
63.	<p>Are you interested in establishing a Debit Release option?</p>	<p>Vendor should propose, explain, and justify their ideas in their proposal.</p>
64.	<p>Page 56 – Cash Disbursements – please identify the commission rate being paid to each facility by your current vendors.</p>	<p>Vendor should propose, explain, and justify their ideas in their proposal.</p>
65.	<p>Page 57 – will the agency consider a single checking account for the entire DOC or do you prefer to have one for each facility?</p>	<p>Vendor should propose, explain, and justify their ideas in their proposal.</p>
66.	<p>Page 62 – please provide the specific current counts of each of the facilities involved in the project that add up to the 13,200 figure mentioned in the RFP.</p>	<p>See most recent population for each facility in Attachment 3.</p>
67.	<p>Please provide the preferred days and times that completed commissary orders are to be delivered to each facility requiring services.</p>	<p>Delivery dates and times vary for each facility based on facility schedule and security issues. Schedules change as needed.</p>
68.	<p>We observed packs for visitors that are made up in the warehouse at CMCF. They contained 2 drinks, 2 chips, 2 nabs and 1 popcorn. Does the DOC wish this service to continue in the new agreement?</p> <p>Do you prefer these continue to be delivered in bulk and “packaged” in a sealed bag as observed at CMCF?</p>	<p>Vendors may indicate their plans and ideas in their proposal, work through the financial details of operating a statewide canteen service, and present their cost proposal as indicated in the RFP. Pricing presented for the standard option and the alternative option would include all vendor ideas and plans presented in their proposal.</p>

	<p>Please advise on the overall locations this service is provided, the specific items and sizes to be included in the pack, the prices charged for these items, the monthly sales volumes, and the commissions returned to the DOC.</p> <p>Does the vendor need to price these in the RFP?</p>	<p>The same price for inmates is the same price for visitors. Visitor canteen sales should be addressed in proposal and vendors should propose how they will handle and report the same.</p>
69.	<p>You indicated at the pre-proposal vendor conference that there would be an adjustment for size and quality of product when evaluating proposals. Can you please explain how that adjustment will work?</p>	<p>Example, Vendor 1, Item 1, \$1.00 for 1 ounce Vendor 2, Item 1, \$.95 for 1 ounce</p> <p>Assuming the quality is similar, the vendor with the “lowest price per unit” will receive the highest score for that item. All items will be evaluated and the vendor with the best cumulative score will receive the full score for the goods. All quantities will be adjusted proportionately in order to obtain comparable pricing for any given item.</p>
70.	<p>Please confirm that the inmate trustees are not paid for any work completed for the operation of the canteen?</p>	<p>No. Inmates are not paid.</p>
71.	<p>What is the DOC policy when an inmate states they did not order an item or that they no longer want the item?</p>	<p>See Section 5, item 5.3.3 Item 5 on page 18 of the RFP.</p>
72.	<p>What is the DOC’s preference for inmates who are relocated to a different facility and ordered commissary which cannot be delivered? Is the DOC looking to have that order credited back to the inmates account or have the order redelivered the following delivery period?</p>	<p>See Section 5, item 5.3.3 Item 5 on page 18 of the RFP.</p>
73.	<p>Are there any facility restrictions for delivery times at any of the facilities? If so, please identify what these restrictions are.</p>	<p>Monday – Friday from 8 a.m. to 5 p.m. is preferable.</p>
74.	<p>Currently Mississippi State Penitentiary has commissary being delivered to the inmates by the vendor, however in your answers to previous questions you indicated that all MDOC personnel will handle all distribution to inmates. Please confirm if vendor will be responsible for</p>	<p>See Amendment #1 to the RFP.</p>

	delivery of commissary to inmates at any facility.	
75.	Other than the Mississippi State Penitentiary, are there any other facilities where the vendor is responsible for delivering the commissary to the inmate? Please provide a daily delivery schedule, including time of day when each facility and zone (Zone A,B, C, D etc.) is being delivered including any restrictions to the facilities and zones.	See Amendment #1 to the RFP.
76.	How many full-time equivalent staff does the current vendor have working at the Mississippi State Penitentiary including commissary delivery to the inmates?	The Minimum Staff Requirements for statewide canteen services is presented by the vendor in their proposal.
77.	Will vendor have access and availability of MS DOC equipment and vehicles that current vendor has? Please identify all such equipment at each facility.	MDOC will not provide canteen equipment, supplies, or machinery.
78.	Is there a reason why the locations are not in the system so that the arriving commissary is properly sorted by zone, thus eliminating the need to re-sort the commissary at the facility?	Vendor should propose, explain, and justify their ideas in their proposal. Vendors may indicate their plans and ideas in their proposal, work through the financial details of operating a statewide canteen service, and present their cost proposal as indicated in the RFP. Pricing presented for the standard option and the alternative option would include all vendor ideas and plans presented in their proposal.
79.	What were 2014 annual gross commissary sales?	See Attachment #2 to the Questions and Answers.
80.	Are the inmate deposit kiosks through GTL under a separate contract or is the MS DOC looking for this service to be included in the proposals? If so, which facilities are you looking to have an inmate deposit kiosk? If the MDOC utilizes the vendor inmate banking software, is it the MDOC's preference to have one checking account for each facility or one checking account for all facilities whereby all facilities are identified within the location parameters of the inmate banking software (eliminating the need to release an inmate from the inmate banking software when relocating to another facility)?	All MDOC facilities do not have the same technical capability because of location. Kiosks were placed in the facilities by GTL (telephone vendor) for the convenience of inmates. Inmates make orders for canteen items through the kiosk. MDOC encourages an inmate telephone ordering operation using standard procedures at each facility. One database for all inmates, one bank account for all inmate accounts. See Exhibit C to the RFP.

81.	Please provide a current menu with pricing to the inmate or current menu with pricing of each facility if they are different? Who establishes the pricing – the DOC or the vendor?	Vendor establishes their pricing and indicate their pricing for items in Exhibit I.
82.	Is MS DOC interested in allowing family and friends to purchase approved commissary online or via 800 number?	<p>MDOC is responsible for providing, contracting to provide, and reporting Canteen Sales. Vendors should indicate in their proposals how they will work with MDOC to assure the accuracy of Canteen Sales and Reports.</p> <p>MDOC does not contract to allow inmates' family and friends to purchase commissary items. However, visitors to the prisons may purchase canteen items at the agreed prices.</p> <p>The same price for inmates is the same price for visitors. Visitor canteen sales should be addressed in proposal and vendors should propose how they will handle and report the same.</p>
83.	Does the DOC currently allow inmates to purchase or rent tablets for use with purchasing music, videos, education materials, etc.?	No. See the Master Commissary List for items approved through canteen.
84.	How often will the menus be permitted to be adjusted for variety or pricing concerns? What is the vendor required/permitted to base pricing changes on?	A change in the Master Commissary List will be determined by the MDOC Canteen Committee. See Section 5.7, 5.7.2.
85.	Exhibit I-1 does not appear to be available on the MAGIC site – please advise.	Vendors may write in, or type in the percentage for proposed MDOC commission rate. Exhibit I-1 is NOT a Microsoft Excel Spreadsheet.
86.	Can the vendor conduct a sample test on the MAGIC system to ensure the proposal upload process will work properly? YES . Can you please provide a prime point of contact for the MAGIC system should we have any questions regarding downloading or uploading documents.	See the answer below.

All suppliers seeking to provide goods and/or services to the State of Mississippi **must be registered** with the state of Mississippi. You may obtain registration info at (<http://www.mmrs.state.ms.us/vendors/index.shtml>).

If you are a **new vendor** go directly to

https://sus.magic.ms.gov/sap/bc/webdynpro/sapsrm/wda_e_suco_sreg?sap-client=100#

or if the link does not work, click on the link provided in the paragraph which begins ***“If you are not a registered supplier.”***

Bid specifications and the opportunities for supplier responses **are only available to registered suppliers through MAGIC (Mississippi's Accountability System for Government Information and Collaboration)**. You will need a MAGIC (Mississippi's Accountability System for Government Information and Collaboration) login. **Call 601-359-1343 if you need assistance with the MAGIC login.**

We have an e-learning tutorial course designed to assist vendors with navigating the MAGIC system. The course can be found by clicking here [LOG820 Supplier Self-Service eLearning](#) and click on Launch Course. There is a section of the course that specifically deals with RFx (Bid) responses.

And please send your W-9 to Sharon.Chambers@dfa.ms.gov as any W-9 attached via MAGIC is not sufficient. This will facilitate timely processing of all transactions. If you prefer to fax the W-9, the fax number for sending your W-9 is **601-359-5525**.

NO.	QUESTION	ANSWER
87.	Please provide a copy of the current contracts with any vendors associated with current canteen services.	Vendors may review contracts by using the state's transparency website at www.transparency.mississippi.gov .
88.	Please provide copies of current vendor invoicing/commission statements for the past 3 months. Please ensure there is clarity on retail sales and wholesale sales where both are occurring.	Specific vendor invoices, wholesale pricing, suppliers, and commissions is not relevant to offeror proposals.
89.	Please clarify the type of ordering method currently in place for each individual facility. Please note if there is more than one ordering method the number of inmates using each type.	MDOC encourages a telephone ordering system which can be implemented using standard procedures at each facility.
90.	What vendor(s) provide online depository services currently?	Please go to www.mdod.state.ms.us and click on MDOC Inmate Information. This page provides a link for "How to Send Funds to Inmates."
91.	Repeatedly in the RFP and Questions and Answers, Part 1 (#5 and #6, specifically) it states that "MDOC personnel will receive and distribute commissary items to inmates". After visiting the facilities, it is clear that the current Canteen Service Provider has onsite staff placing the orders (via	The wrong information was previously provided. The RFP has been amended. Please see Amendment #1 to the RFP. Please review Item 4.8.1 of the RFP.

	<p>scanner), receiving the orders, and distributing the orders. According to Tracy, Canteen Manager at Central Mississippi, she has 2 full-time and 1 part-time persons in addition to herself working in the Canteen. At Walnut Grove Correctional, it was my understanding that the Canteen Manager was an employee of the private prison company but, paid out of commissary commissions earned by the facility. Will you please clarify how many, if any, Canteen Service Provider personnel are to be onsite? If so, what are their responsibilities (place order, receive order, sort order, distribute order, etc.) Or, is it the desire of the MDOC to have the Canteen Service Provider deliver the orders (pre-bagged) to the facility and drop them off for distribution by MDOC staff? Obviously, if bulk delivery and inmate labor is used to bag, there would need to be some Canteen Service Provider staff onsite, correct?</p>	<p>Conversations that vendors had with the current vendor's personnel or MDOC personnel "shall not be relied upon unless subsequently ratified by a formal written amendment to the RFP."</p> <p>Please see Amendment #1 to the RFP, Item 5b concerning vendor employees at MDOC facilities. Vendor employee job descriptions and tasks are the responsibility of the vendor.</p>
92.	<p>Pricing is to only be submitted on Exhibit I, correct? Exhibit G is simply a "guide" or "example of approved items", correct?</p>	<p>As indicated in the RFP, page 18, Item 5.3, Exhibit G provides The Master Canteen Product & Price List of the canteen items that have been approved.</p>
93.	<p>Is it required that the driver that delivers the orders be an employee of the Canteen Service Provider?</p>	<p>Any individual entering a MDOC facility has to have a current NCIC background check. Delivery people that arrive and have not passed a MDOC background check will not be allowed to enter the facility.</p>
94.	<p>What is Mississippi's State Tax %?</p>	<p>The Mississippi State Sales Tax Rate is 7%. All sales of tangible personal property in the State of Mississippi are subject to the regular retail rate of sales tax (7%) unless the law exempts the item or provides a reduced rate of tax for an item.</p> <p>The tax is based on gross proceeds of sales or gross income, depending on the type of business.</p> <p>More on Mississippi taxes can be found at www.dor.ms.gov.</p>

95.	Since the second set of Questions and Answers is coming back 2 days before the bid due date, is there any way to extend the bid due date via an Amendment?	Please see Amendment #1 to RFP 15-032.
96.	During the recent site visit vendors were provided with a usage report detailing product sales over the past three months. Was this report generated from canteen usage for all MDOC facilities?	Please see the report which indicates the actual facilities from which the data was provided. A Spreadsheet of this report has or will be sent to all vendors.
97.	Exhibit C (Summary of Internal Controls and Procedures for Inmate Banking) indicates that MDOC personnel handle all inmate fiscal requirements. Can you please clarify the method for how offender monetary releases are currently being processed? During the site visit to Central Mississippi Correctional Facility (CMCF), the current vendor indicated that they were issuing inmate release checks from their local office. Please confirm that MDOC personnel handle the daily fiscal responsibilities at the facilities? Is the current vendor processing the release payments?	MDOC currently handles all inmate banking transactions.
98.	Section 5.4 indicates Alternate Scope of Services. Please clarify that Option 1A is being used at MDOC facilities (MSP, CMCF, and SMCI) currently?	To clarify, all vendors must provide a full proposal and bid on Option 1A. The MDOC facilities for all canteen options are described in Item 5.1 of the RFP.
99.	The current vendor ships product into the sites using their truck fleet. Can the product be shipped into the facility using common carrier (LTL)?	All people that enter the MDOC facilities must have a recent NCIC Background Check on file.
100.	How are the inmate funds handed when transferring between facilities?	All inmate account balances are in one database. No account transfers are necessary.
101.	Is an email system prohibited at MDOC facilities?	MDOC employees have access to MDOC email at MDOC facilities. If the proposer requires email at MDOC facilities, this information would need to be included in the vendor proposal.
102.	Section 5.12 specifies that “No access will be granted to the Selected Vendor to the MDOC mainframe”. How is inmate fiscal balance data currently uploaded to the MDOC?	The successful vendor will receive information that will allow for the transfer of data.

103.	Are canteen items forwarded to inmate's location when transferred? Are products credited and returned to the vendor?	Vendors must have a method and/or system to handle this situation. The vendor must propose their system and/or method in their proposal. See item 5.3.7, 5.4.15, and 5.4.16.
104.	Section 5.7.2 – How often does the MDOC Canteen Committee meet to review vendor product offerings and price adjustments?	Only the selected vendor would be contacted to meet with the MDOC Canteen Committee as needed.
105.	Exhibit G (Master Commissary Product & Price List) and Exhibit I (Bid Sheet on Canteen Items) [Download from MAGIC]. Can you please explain why these two commissary lists do not match (ie: inmate shoes)? Are there items on the Exhibit G (Master Commissary Product & Price List) that are purchased through State Bid and sold on the commissary menu?	The items on the Master Commissary List (Exhibit G) have been approved by the MDOC Canteen Committee as per MDOC policies and procedures. If vendor proposes new/different items, those items should be identified in the narrative of the proposal. The MDOC Canteen Committee will determine if the items will be allowed. Exhibit I is the Bid Sheet. Items on the Master List and on Exhibit I are sold through Mississippi Prison Industries. Vendors should acquire the price for the items from Mississippi Prison Industries. Those items are identified in Attachment 4 to this document. No items on Exhibit G are sold through a State Contract.
106.	Current Canteen Providers Please provide a listing of the current facilities and the current provider.	Facilities in question can be found in Section 5.1 of the RFP. The current vendors and the current operation is not applicable to vendor proposals which are due on May 15, 2015. The current vendors are: Keefe Premier
107.	All MDOC facilities are currently nonsmoking; Are E-cig products allowed in MDOC facilities?	No. This item has not been approved and does not appear on the Master Commissary List.
108.	Can you please clarify that following responses from Questions and Answers, Part 1 Questions 5 & 6 - All indicate that MDOC personnel handle all distribution of canteen items to	The wrong information was previously provided. The RFP has been amended. Please see Amendment #1 to the RFP.

	<p>the inmates. Are the answers in Questions and Answers, Part 1 an indication of a change in policy for MDOC?</p> <p>During the tour of the facilities, MSP, CMCF, and SMCI all advised that facility staff did not pass out commissary products that the current vendor provided them.</p> <p>During the tour of the Community Work Centers the staff advised that all of the commissary items are handled by the MDOC staff.</p> <p>Question 9 – Can you please advise which facilities currently have inmate kiosks and the current number in operation?</p> <p>Who owns the kiosks that are currently installed?</p>	<p>Please review Item 4.8.1 of the RFP. Conversations that vendors had with the current vendor’s personnel or MDOC personnel “shall not be relied upon unless subsequently ratified by a formal written amendment to the RFP.”</p> <p>Please see Amendment #1 to the RFP.</p> <p>The MDOC facilities with kiosks are listed in Attachment 5 to this document.</p> <p>The kiosks are the property of GTL.</p> <p>MDOC encourages an inmate telephone ordering operation using standard procedures at each facility.</p>
109.	<p>The RFP document and Questions and Answers Part 1 document state that MDOC Personnel will handle all distribution of canteen items to inmates. However, during the site tours we saw that the current vendor has on-site employees responsible for canteen services including distribution to inmates at both the MSP and SMCI facilities. Please provide the number of employees the current vendor has at each of the below listed facilities and indicate whether they are full or part time employees.</p> <ol style="list-style-type: none"> Mississippi State Penitentiary Central Mississippi Correctional Facility South Mississippi Correctional Institution East Mississippi Correctional Facility Marshall County Correctional Facility Walnut Grove Correctional Facility Wilkinson County Correctional Facility MDOC Restitution Centers Community Work Centers <p>Does the MDOC wish to maintain vendor staff at these locations or does the MDOC wish to have</p>	<p>The wrong information was previously provided. The RFP has been amended. Please see Amendment #1 to the RFP.</p> <p>Please review Item 4.8.1 of the RFP. Conversations that vendors had with the current vendor’s personnel or MDOC personnel “shall not be relied upon unless subsequently ratified by a formal written amendment to the RFP.”</p> <p>MDOC does not provide any information on vendor personnel. Please see Amendment #1 to the RFP concerning vendor personnel using the standard Option 1A as well as the alternative options.</p> <p>MDOC has identified the options in the RFP and clarified the options in Amendment #1 to the RFP.</p>

	their own staff managing canteen at its facilities without vendor on-site staff?	
110.	Does the current vendor compensate the MDOC for any MDOC employees performing canteen functions outside of standard commission offering? If so, please provide the annual amount current vendor provides. Will successful vendor be responsible for any payment to MDOC or private prison contractor for employees responsible for canteen management, i.e Walnut Grove on-site canteen manager.	The Canteen Vendor offers a commission to MDOC from canteen operation. MDOC currently receives that percentage based on canteen sales per month from which MDOC manages inmate accounts. Vendor does not make any additional payments to MDOC for Canteen operation.
111.	During the site tours we saw that CMCF currently sells visitation packages to family and friends visiting inmates. In which other facilities are these offered? Does the MDOC wish to continue this option?	<p>MDOC is responsible for providing, contracting to provide, and reporting Canteen Sales. Vendors should indicate in their proposals how they will work with MDOC to assure the accuracy of Canteen Sales and Reports.</p> <p>MDOC does not contract to allow inmates' family and friends to purchase commissary items. However, visitors to the prisons may purchase canteen items at the agreed prices.</p> <p>The same price for inmates is the same price for visitors. Visitor canteen sales should be addressed in proposal and vendors should propose how they will handle and report the same.</p>
112.	Does the MDOC receive commission on the sale of visitation packs? If so, what is the current commission rate on the visitation packs?	MDOC would receive commission on the sale of ALL canteen items. The same price for inmates is the same price for visitors. Visitor canteen sales should be addressed in proposal and vendors should propose how they will handle and report the same.
113.	Who will be evaluating submitted proposals?	Evaluators will be appointed by the MDOC Commissioner.
114.	Question number 9 of the Questions and Answers document states that "Some facilities have kiosks where inmates place their orders". Please provide the names of the facilities who have dorm kiosks and how many each facility has.	See Attachment 5 to this document in reference to kiosks.

115.	Please provide a listing of all equipment the current vendor provides the MDOC. This would include servers, computers, printers, kiosks, etc.	The selected canteen vendor will not provide MDOC with supplies, equipment, or machinery. The selected vendor will operate the canteen operation and provide everything they need to do so.
116.	Does the MDOC plan to maintain the Maximum Canteen Expenditures listed in Exhibit B pg. 52?	MDOC is aware of inmate status and the successful canteen vendor must also be aware of the status of each inmate and follow regulations.
117.	Exhibit C references disbursements for magazine subscriptions, newspapers, postage, supplies for legal material, offender transfer requests, and family visitation center fees. Are all of these items currently being purchased/paid for through an inmate's canteen account? If yes, are the magazine subscriptions and newspapers provided by the current canteen vendor?	Yes. The items mentioned are paid through the inmate account and the successful canteen vendor will be responsible for providing the same.
118.	Does the MDOC desire proposals to include all remote and on-site support, troubleshooting, and on-going training to be provided by the vendor at no additional cost to the MDOC?	From the operation of the canteen all expense concerning canteen and vendor employees will be paid by the successful vendor at no cost to MDOC.
119.	Should successful vendor propose inpod kiosks, will MDOC or vendor be responsible for cost of wiring to each unit for internet and power? If vendor will be responsible, please provide an estimated cost associated with these services.	From the operation of the canteen all expense concerning canteen will be paid by the successful vendor at no cost to MDOC. Offerors should estimate all proposed expense concerning canteen and develop their proposal.
120.	The Termination for Convenience provision (Section 8.34) allows termination of the contract upon notice. Under the Federal Worker Adjustment and Retraining Notification Act ("WARN"), employers are required to provide workers with 60 days advance notice of a loss of business that will result in employment loss to 50 or more employees. Please confirm that the Contractor will be given a minimum of 60 days advance notice of contract termination so that the Contractor may comply with its WARN obligations.	Only the successful vendor will be able to negotiate the terms and clauses of the contract. However, standard clauses will remain in the contract. Proposals from offerors which do not conform to the requirements set forth in the RFP may be rejected by MDOC if a proposal is "conditional." See Item 4.13. For example: Conditional would mean the offeror states, if we win the contract we will submit a staffing

		plan, references, or financial statements.
121.	Will the MDOC be willing to consider allowing the Contractor to terminate for convenience?	All information contained in the winning proposal will be considered.
122.	Will the MDOC please provide the current vendor's 2014 gross revenue for the Inmate Package program?	2014 Canteen Sales listed by facility are included in Attachment 2 to this document.
123.	Will the MDOC please provide the current vendor's commission rate to the MDOC for the Inmate Package program?	The method that vendors use to determine their pricing is their own methodology. MDOC will not reveal vendor pricing before the proposals are received, regardless of whether they are the current vendor or not. If a vendor is selected, they will have to defend their pricing methodology. Using the current vendor's pricing will not help other vendors with their pricing methodology process.
124.	How are inmate deposits currently received?	Please go to www.mdod.state.ms.us and click on MDOC Inmate Information, then click "How to Send Funds to Inmates."
125.	What the 2014 gross sales for commissary?	2014 Canteen Sales listed by facility are included in Attachment 2 to this document.
126.	What is the current commission percentage to the Department?	The method that vendors use to determine their pricing is their own methodology. MDOC will not reveal vendor pricing before the proposals are received, regardless of whether they are the current vendor or not. If a vendor is selected, they will have to defend their pricing methodology. Using the current vendor's pricing will not help other vendors with their pricing methodology process.
127.	Are there specific receiving windows or times that orders can be dropped off at the facilities from the warehouse, or can they receive the orders at any time during the day/night?	Each facility has a schedule. In order to prepare a proposal, vendors must propose information in their proposal. The schedule at prison facilities change for various reasons, including security. Vendors should propose to operate between 8 a.m. and 5 p.m.
128.	Do samples of items purchased from MPIC need to be provided?	No.

129.	Please provide the formula referenced in answer 42. for – “Other vendor points will be less than 25/15 points based on the formula for calculating points.”	See Amendment #1 to the RFP.
130.	Pursuant to question 32 and Section 5.3.3.2, how will the Department evaluate a vendor that is proposing a kiosk solution in facilities that have the capability as there will be significant cost associated with providing a kiosk solution?	<p>The information that will be used to evaluate the proposals is found in Section 5 and 6 of the RFP. MDOC will give ALL offerors an opportunity to submit a proposal for these services based on Section 5.2 of the RFP.</p> <p>MDOC encourages an inmate telephone ordering operation using standard procedures at each facility.</p>
131.	Will the Department please provide a list of facilities that are “kiosk capable”?	The information concerning kiosks is found in Attachment 5 to this document.
132.	Exhibit I, “Bulk Delivery”, Number 73 asks that the vendor provide pricing for MPIC Clothing Knee Hi Sheer. We have been informed by MPIC that they do not supply that item. Will the Department allow the vendor to substitute their own product?	<p>The offerors should follow the same procedure for each item. The pricing offered for each item (except items provided by MPIC) would be the vendor’s pricing.</p> <p>The offeror should clarify/indicate and explain information in their proposal. If pricing cannot be obtained from MPIC, the pricing provided will be the vendor’s pricing.</p>
133.	It is our understanding that the current vendor supplies an MP3 product. Will the Department please provide the 2014 revenue and the commission rate for the MP3 program?	2014 Canteen Sales listed by facility are included in Attachment 2 to this document.
134.	Will the MDOC extend the due date since vendors will be reliant on the answers to the questions to determine costs and operational planning? Two days would not afford enough time to do so and allow all vendors to upload responses on MAGIC.	The wrong information was previously provided. The RFP has been amended. Please see Amendment #1 to the RFP.
135.	Will the RFP opening be public and allow for vendors to attend?	The Request for Proposals process is not a public process compared an Invitation for Bids Process. There will be “no public opening.”
136.	Will commission offers be read aloud at the RFP opening?	N/A. No public opening for RFPs.
137.	In House Bill 400, amending Section 47-5-158, Mississippi Code of 1972, Section 2, (1), (a), (i) it	The information that will be used to evaluate the proposals is found in

	<p>“Requires interested third parties to describe their qualifications to provide inmate canteen services to correctional facilities in widely dispersed geographical regions...” Please define the experience that will be needed to meet:</p> <ul style="list-style-type: none"> • The qualifications to be required by vendors to prove their capabilities to provide inmate commissary services for the size and scope of the MDOC. • The “widely dispersed geographical region”. • How many states should vendors be established in in providing inmate canteen services? • How many facilities should be provided by the vendor to prove its qualifications? • Please provide guidelines the MDOC is requesting vendors to have proven experience in providing only correctional commissary services at multiple correctional facilities; similar to the scope of services in this RFP? • Minimum inmate count to match the scope/size of the MDOC (13,200 inmates)? • Minimum “multiple correctional facilities” serviced under a contract to match the scope of the MDOC 27 facilities in this RFP? 	<p>Section 5 and 6 of the RFP. MDOC will give ALL offerors an opportunity to submit a proposal for these services based on Section 5.2 of the RFP.</p> <p>Vendors should specifically address requirements in the RFP.</p>
138.	<p>The current vendor provides the below MDOC job functions under the current contract that are not listed in the RFP specifications. Please provide a yes next to each job function that will continue to be required to be performed by the awarded vendor and a no next to those that will be handled by MDOC staff under the new contract:</p> <ul style="list-style-type: none"> • Reimaging/repair of all computers, hardware and software maintenance for the commissary operations at the 3 MDOC and 4 private facilities - 6 computers at the MDOC and 4 at the private facilities (Section 5.4.15). • Transportation to MDOC headquarters to do the reimaging of the computers as well as distribution of the computers to all 7 locations, 	<p>Please review Item 4.8.1 of the RFP. Conversations that vendors had with the current vendor’s personnel or MDOC personnel “shall not be relied upon unless subsequently ratified by a formal written amendment to the RFP.”</p> <p>The wrong information was previously provided. The RFP has been amended. Please see Amendment #1 to the RFP.</p> <p>The Offerors are required to respond to the RFP as clarified by Amendment #1.</p>

	<p>reimaging and installing computers at all 7 locations.</p> <ul style="list-style-type: none"> • On-site installation of the repaired/new computers. • Distribution of microwaves ovens to the units in the 3 MDOC facilities. • CMCF specific: • Bail all DOC cardboard. • Account for and deposit cash from transactions. • MSP specific: • Charge officers for damaged property and receive cash for it. • Charge officers for vocational fees and receive cash for it. • Charge officers for agriculture purchases and receive cash for it. • Charge officers for house rentals and receive cash for it. • Manage confiscated money that have been taken from inmates. • Issue all and collect cash for vehicle decals for new employees, replaced windshields, and newly purchased vehicles. • Handle cash transactions over the weekend. • Make physical deposits into the MDOC bank account for all cash sales above from i.-vii. • Attend weekly Wednesday morning meeting from 9:00 a.m. to 10:00 a.m. for departing employees who may owe money for any state issued property. 	<p>MDOC does not provide any information on vendor personnel. Please see Amendment #1 to the RFP concerning vendor personnel using the standard Option 1A as well as the alternative options. Vendor employees are the responsibility of the vendor.</p> <p>The successful vendor will be responsible for their own employees, equipment, supplies, and machinery.</p> <p>The current canteen operation is not applicable to vendor proposals which are due on May 15, 2015.</p>
139.	Does MDOC prefer in pod kiosks or phone ordering for the commissary orders?	MDOC encourages an inmate telephone ordering operation using standard procedures at each facility.
140.	May a vendor provide different ordering methods at different facilities in the RFP?	MDOC encourages an inmate telephone ordering operation using standard procedures at each facility.

	<p>Please provide the following information for the canteen area at each facility:</p> <ol style="list-style-type: none"> What is the total usable square footage of the canteen pulling area? Does the canteen pulling area have electricity available? If not, who will be responsible to pay for installing electricity? Is there network connections available for computer systems? If not, who will be responsible to pay for installing network drops? Are there available phone lines? If not, who will be responsible to pay for installing phone lines? Who will be responsible to pay for the monthly phone service? Will the vendor be allowed to use the MDOC network for computers? 	<p>Canteen space at each of the three primary state operated facilities is different but adequate for a vendor to distribute bagged canteen orders to inmates. Vendors had an opportunity to visit canteen space at CMCF and MSP.</p> <p>Please review the RFP and Amendment #1 to the RFP carefully.</p> <p>Previous canteen areas which were the warehouses at the facilities have connectivity.</p> <p>The vendor will be responsible for any and all expense related to canteen.</p> <p>Please review Item 5.7.1, “The Selected Vendor will provide the scope of services at no expense to MDOC and will charge the inmates/offenders the negotiated retail amounts.”</p> <p>We can work out a methodology with the successful vendor to allow them to have access to necessary resources.</p>
141.	Does the MDOC require all commissary bags to be clear, vented plastic?	Please see Item 5.3.4 of the RFP.
142.	<p>In reference to Questions and Answers, Part 1</p> <ol style="list-style-type: none"> 42 A & B – How many items must a vendor bid to be compliant? Please provide the formula for points awarded to the vendor that is not the highest commission (15 pts.)? Please provide the formula for points awarded to the vendor that is not the lowest cost (25 pts.)? 	<p>All vendors must provide pricing for all items in Exhibit I except the items provided by MPIC.</p> <p>Please see Amendment #1 to the RFP.</p> <p>Please see Amendment #1 to the RFP.</p>

	<p>d. If a vendor only bids 100 items compared to a vendor that bids 200 items, how will the two vendors be evaluated against each other?</p> <p>e. There are several references to MDOC employees delivering commissary orders (questions 5, 6, 8,17,23,24, etc.).</p> <p>Will the MDOC staff deliver to all facilities including the 3 MDOC facilities that are currently delivered by vendor staff?</p> <p>f. The current vendor has managers and employees at the State facilities delivering orders, will this remain the same or will the MDOC assume the responsibility for delivering at these facilities?</p>	<p>If a vendor meets the minimum requirements in Section 5.2 of the RFP and does not bid on all items not provided by MPIC, please review Section 4.14.1 and 4.14.2 of the RFP.</p> <p>The wrong information was previously provided. The RFP has been amended. Please see Amendment #1 to the RFP.</p> <p>MDOC will not deliver to MDOC, the successful vendor will deliver to MDOC.</p> <p>Please see Amendment #1 to the RFP.</p>
143.	Section 4.1.1.1 – If the MDOC awards to multiple vendors, it would alter the revenue and expenses of each vendor and change the commission/pricing structure. Will the MDOC negotiate pricing/commission with vendors if not awarded the entire contract?	<p>N/A. See 4.1.1.1 “... MDOC desires to establish an agreement with one qualified contractor...”</p> <p>MDOC will negotiate pricing/commission with the successful vendor.</p>
144.	<p>Section 4.1.1.2. and the initial Q&A responses given at the pre-bid – The RFP is requesting an alternate “on-site” pulling operation but the Q&A states vendors cannot have some off and some on-site pulling operations which is contrary to Section 5.4. Many of the sites reviewed on the pre-bid tour would not have space to operate on-site. Will the MDOC amend their answer to allow for on-site at some MDOC facilities that have the space to operate on-site?</p> <p>Section 4.1.1.2. and 5.4.5 – Who would be responsible to pay the inmate labor wages?</p>	<p>The wrong information was previously provided. The RFP has been amended. Please see Amendment #1 to the RFP.</p> <p>Inmates are not paid.</p>
145.	Section 4.1.1.2. – If the vendor is responsible for paying the inmate labor, at what rate of pay would a vendor be charged hourly?	N/A

146.	Section 4.1.1.2. – How many inmates will be available to the vendor to pull orders on-site at each facility?	Offerors must propose the tasks that would be accomplished by inmates and determine the number of inmates required.
147.	Section 4.1.1.2. – What hours would inmate labor be available to a vendor on-site?	Monday through Friday and between 8 a.m. and 5 p.m. Vendor must propose a schedule in their proposal with the understanding that each facility's schedule will change periodically.
148.	Section 4.1.1.2. – Would these inmate workers be subject to any downtime for count, meals, etc.? If so, please provide these times.	Vendor must propose a schedule in their proposal with the understanding that each facility's schedule will change periodically.
149.	<p>Section 4.1.1.3. and 5.4.14 – If a vendor provides a proposal for inmate banking services, please provide answers to the below:</p> <ol style="list-style-type: none"> 1. If fiduciary management is awarded, can these functions be performed from a central location? 2. Will the vendor only be responsible for the management of the MDOC Inmate Accounts? 3. May the vendor provide its own banking solution if they shall be responsible for the Inmate Account to ensure the reconciliation in their own software? 4. Who will be responsible for the management of the Inmate Welfare Fund? 5. Please detail how the MDOC will have the vendor handle inmate releases? 6. If checks are to be mailed to released inmates by the vendor, who will be responsible for the cost of the mailing and future mailings when addresses are incorrect/mail is returned? 7. How many annual releases has the MDOC averaged over the last 3 years? 8. May vendors charge for releases? 9. May vendors utilize debit cards to send funds to released inmates? 10. How will gate release funds be handled? 11. Will the vendor have any responsibility for the Discharged Offenders Revolving Fund? 	<p>MDOC will retain fiduciary management.</p> <p>MDOC will retain fiduciary management.</p> <p>MDOC</p> <p>MDOC will handle inmate releases.</p> <p>The vendor</p> <p>About 8000</p> <p>No Yes. Vendors may use debit cards.</p> <p>MDOC will provide gate release funds. No. Vendor will not be responsible for the Discharged Offenders Revolving Fund.</p>

	<p>12. If so, please provide the responsibility the vendor will be entrusted with?</p> <p>13. How will funds be provided to the vendor from the State Treasurer/Commissioner for the initial funding and its continued replenishment?</p> <p>14. Are the inmate phone account balances held by GTL?</p> <p>15. Are the deposits made through GTL for phone time added to the inmate's commissary account?</p> <p>16. If not, what account do these deposits go into?</p> <p>17. Who will be responsible for the inmate phone accounts if there is a separate account?</p> <p>18. Who will be responsible for administering and writing 3rd party checks from the Inmate Accounts?</p>	<p>N/A</p> <p>MDOC will handle</p> <p>No</p> <p>No</p> <p>N/A</p> <p>There is no separate account.</p> <p>MDOC</p>
150.	Section 4.4 – Is the MDOC looking for vendors to manage the Inmate Account or simply add/deduct funds and charges from inmate accounts/officer payments?	In reference to Inmate Accounts: Simply add/deduct funds and charges from inmate accounts/ officer payments
151.	Section 4. 6.1 – Please provide the list of all vendors that submitted their Intent to Bid Form (Exhibit D) by April 2, 2015 at 4PM CST.	All the vendors listed in the Attendance Roster for the Canteen Pre-Proposal Meeting submitted the Intent to Bid Form on time.
152.	Section 4.13.8 – Will vendors need to bid on all services required by the RFP to be deemed compliant?	At a minimum, vendors must bid on the Scope of Services, Section 5.3.
153.	Section 5.1.1 – Currently the vendor staff deliver commissary orders once dropped shipped from the vendor. This is contrary to the MDOC Q&A received at the pre-bid. Who will be responsible for the delivery of commissary orders at the 3 MDOC facilities?	The wrong information was previously provided. The RFP has been amended. Please see Amendment #1 to the RFP.
154.	Section 5.1.2 – The CWC facilities are currently under contract with a vendor. Has this contract been cancelled by the MDOC?	No.
155.	Section 5.1.2 – Currently the facility staff deliver commissary orders once dropped shipped from the vendor. Who will be responsible for the delivery of commissary orders at the CWC facilities?	Successful Vendor will be responsible for receiving items, delivery to MDOC, and delivery to MDOC inmates.

156.	Section 5.1.2 – Please provide who wrote the interface between GTL and the commissary vendor contracted at the CWC facilities.	Current interface is between Canteen Supplier – Premier Supply – and Offendertrak (OT). It was written by SpiralFx.
157.	Section 5.1.2 – Will this interface be provided to the incoming vendor at no cost?	Canteen operation related expenses shall be paid by the successful vendor. Successful vendor must provide their own interface.
158.	Section 5.1.2 – Has the current commissary vendor ever not paid a commission to the CWCs based upon their proposal commissary commission qualifications?	N/A.
159.	Section 5.1.2 – How often have they declined payment or charged the MDOC over the term of their contract based upon their proposal commission qualifications?	N/A
160.	<p>Section 5.1.2 - Please provide the following information for each CWC facility:</p> <ol style="list-style-type: none"> 1. Sales by month over the last 6 months. 2. Orders per week over the last 3 months. 3. Delivery days each week. 4. Does each CWC facility order each week? 5. If not, please provide which CWC facilities do not and the frequency of their ordering. 6. Commissary list with pricing. 7. What is the weekly spending limit for the CWC inmates? 8. Average daily population. 9. Commissions paid by the current vendor weekly. N/A 10. How do inmates add/receive funds to their accounts? 	<p>Please see the canteen sales by facility in Attachment 2 to this document.</p> <p>Friends and family of inmates send funds electronically to inmate account. Please go to www.mdoc.state.ms.us and click on MDOC Inmate Information, then click “How to Send Funds to Inmates.”</p>
161.	Section 5.1.3 – Currently the facility staff deliver commissary orders once dropped shipped from the vendor. Who will be responsible for the delivery of commissary orders at the privately operated facilities?	The selected vendor will be responsible for delivery to facilities as well as delivery to inmates. Please see Amendment #1 to the RFP.

162.	<p>Section 5.1.4 – Please provide the following information regarding the MDOC Restitution Centers:</p> <ol style="list-style-type: none"> 1. Who provides commissary for the 4 institutions currently? 2. Are the 4 Restitution Centers under a contract with a vendor to provide commissary services? 3. If so, is this contract able to be cancelled? 4. Are inmates able to carry cash and buy goods outside of the facility? 5. Sales by month over the last 6 months. 6. Orders per week over the last 3 months. 7. Delivery days each week. 8. Commissary list with pricing. 9. What is the weekly spending limit for the Restitution Center inmates? 10. Average daily population per facility. 11. How do the inmates currently order and receive their commissary? 	<p>Please review the facilities that will be serviced through a contract that may result from the RFP in Section 5.1.1, 5.1.2, 5.1.3, and 5.1.4 of the RFP.</p> <p>Keefe</p> <p>No separate contract.</p> <p>N/A</p> <p>Individuals that live in the Restitution Centers are not inmates. However, there are some MDOC inmates that work at the Restitution Centers. See Item 5.1.4 on page 17 of the RFP.</p> <p>Inmates do not carry cash.</p> <p>Please see the canteen sales by facility in Attachment 2 to this document. Schedules for each facility change periodically.</p> <p>Pricing has been provided in the Master Commissary List in Exhibit G.</p> <p>Individuals that live in the Restitution Centers are not inmates. Canteen is not provided for residents of the Restitution Centers.</p> <p>See the updated inmate population report in Attachment 3 to this document.</p> <p>See Item 5.1.4 of the RFP. The Selected Vendor may have to make periodic deliveries to the restitution centers for MDOC inmates that work at the centers. The inmates that work at Restitution Centers have completed paper order forms in the past.</p>
------	---	---

	12. How do inmates add/receive funds to their accounts?	<p>MDOC encourages an inmate telephone ordering operation using standard procedures at each facility.</p> <p>Friends and family of inmates send funds electronically to inmate account. Please go to www.mdoc.state.ms.us and click on MDOC Inmate Information, then click “How to Send Funds to Inmates.”</p>
163.	Section 5.1.5 states that the estimated inmate count is 13,200. Exhibit F states 18,961 and capacity of 23,393. Please confirm the inmate count for the population to be served under this contract.	Please see the current inmate population report in Attachment 3 of this document.
164.	Section 5.2.1 – Must vendors be established specifically as a correctional commissary supplier for at least 3 years to qualify?	<p>5.2.1 states, “Must be established as a business for the past three (3) years.’</p> <p>See Section 5.2.2 states, “Must demonstrate experience providing canteen services within a correctional type setting in the past.”</p>
165.	Section 5.2.1 – How will the MDOC request verification of this requirement?	<p>5.2.1. Vendors that have been in business can show that they have been registered with the Mississippi Secretary of State, have an established business bank account, etc. Under 6.4.2 Organizational Capability, businesses should be able to discuss in narrative format what they have accomplished over the past three years. They should be able to produce business tax returns or a Schedule C to a Form 1040 at a minimum.</p> <p>5.2.2. Page 30 of the RFP, Item 6.4.4 References, “List three references for which you provided correctional commissary/canteen services.” Use Exhibit O.</p>
166.	Section 5.2.2 – How many years of correctional commissary experience must a vendor be incorporated in order to “demonstrate experience	See Section 5.2.2 states, “Must demonstrate experience providing canteen services within a correctional type setting in the past.”

	providing canteen services within a correctional type setting in the past.”?	
167.	<p>Section 5.2.6 – For the specification required stating; “Must provide a minimum of five references from past or current clients, three (3) of which must be able to verify correctional canteen services.” Please provide the following:</p> <ol style="list-style-type: none"> 1. Why is the MDOC requesting/allowing non correctional commissary service references that would not supply proper demonstration of the vendor to provide the services requested in this RFP? 2. Will the MDOC change this requirement to 5 references in providing correctional commissary services of similar size and scope as the MDOC? 3. With 13,200 inmates at nearly 30 institutions, the MDOC is one of the largest outsourced commissary contracts in the country. Will the MDOC place requirements on the references for inmate count and facilities serviced under a single contract to prove and demonstrate the capabilities of the vendor to provide commissary services of the scope of this contract? I.E. a reference from a 50 bed jail would not prove the capabilities of a vendor. 4. Will references need to be from facilities in multiple states to prove the geographic requirements from House Bill 400: “Requires interested third parties to describe their qualifications to provide inmate canteen services to correctional facilities in widely dispersed geographical regions...”? 5. Will vendors be required to provide at least 3 references where the vendor provides fiduciary services for the correctional facility partner to demonstrate their experience to provide fiduciary services for the MDOC? 	<p>Section 5.2.6 states, “Must provide a minimum of five references from past or current clients, three (3) of which must be able to verify correctional canteen services.</p> <p>References provide information about vendors. That is why MDOC is requesting references. There may be other commissary services related to money transfer.</p> <p>No. All experience will be considered.</p> <p>MDOC will not change the RFP or the need for documentation based on what vendors want.</p> <p>Vendors must provide information in their narrative which “demonstrates competency.” See Section 6.3 of the RFP. References verify information provided by vendors in proposals.</p> <p>The references will answer MDOC questions concerning the vendor.</p> <p>Section 5.2.6 states, “Must provide a minimum of five references from past or current clients, three (3) of which must be able to verify correctional canteen services.” Other references in the proposal narrative would verify other services that the vendor has indicated they can provide.</p>

168.	<p>Section 5.2.7 – What criteria will the MDOC use to judge a vendors financial capability to sustain commissary operations such as:</p> <ol style="list-style-type: none"> 1. Current debt to equity ratio: $\geq 1:1$ or (1.0) Computation: Total current assets \div total current liabilities 2. Debt to total net worth: $\leq 2:1$ Computation: Total liabilities \div total net worth 3. Minimum annual sales or revenue: $\geq \\$50.0$ million 4. Minimum total equity: $\geq \\$10.0$ million 5. Dunn & Bradstreet Supplier Evaluation Risk Rating (SER): ≤ 4 (on a scale of 1-9). 	All evaluation criteria can be found in the RFP.
169.	Section 5.2.9 – Will vendors be required to provide a transition plan to prove full implementation in 90 days?	Offerors should respond to 5.2.9 in their proposal.
170.	Section 5.2.9 – If the vendor fails to perform within 90 days, what will be the remedy for the MDOC?	Any of MDOC's current vendors may be required to continue contracts until arrangements can be made; however, the successful vendor should be prepared to begin operation on August 1, 2015.
171.	In reference to 5.3.3 Technology Requirements, Requirement 3 - Does OffenderTrak currently create the validation file?	MDOC staff creates the validation file using Offendertrak (OT) data.
172.	In reference to 5.3.3 Technology Requirements, Requirement 3 - If OffenderTrak does not currently create the validation file, will the MDOC perform the OffenderTrak programming necessary to create the validation file at no cost to the vendor?	MDOC staff creates the validation file using Offendertrak (OT) data.
173.	In reference to 5.3.3 Technology Requirements, Requirement 3 – If OffenderTrak does not currently create the validation file and the MDOC will not perform the OffenderTrak programming necessary to create the validation file at no cost to the vendor, what cost will the vendor be responsible for?	MDOC staff creates the validation file using Offendertrak (OT) data.
174.	In reference to 5.3.3 Technology Requirements, Requirement 3 - Does OffenderTrak currently use the purchase transaction file to create commissary purchase transactions on inmate accounts?	Yes
175.	In reference to 5.3.3 Technology Requirements, Requirement 3 - If OffenderTrak does not currently use the purchase transaction file to create commissary purchase transactions on inmate accounts, will the MDOC perform the	N/A

	OffenderTrak programming necessary to use the purchase transaction file to create commissary purchase transactions on inmate accounts at no cost to the vendor?	
176.	In reference to 5.3.3 Technology Requirements, Requirement 3 - If OffenderTrak does not currently use the purchase transaction file to create commissary purchase transactions on inmate accounts, and the MDOC will not perform the OffenderTrak programming necessary to use the purchase transaction file to create commissary purchase transactions on inmate accounts at no cost to the vendor, what cost will the vendor be responsible for?	An interface was created by Spiral Fx. Any modifications or amendments to the interface will need to be worked out between the successful vendor and Spiral Fx.
177.	Section 5.3.3.1 – Will the MDOC require past experience interfacing with OffenderTrak?	See 5.3.3.1 in the RFP.
178.	Section 5.3.3.1 - Will the vendor be charged for the interface with Motorola?	?
179.	Section 5.3.3.1 – Will the interface be managed between the vendor and the MDOC IT staff or the vendor and Motorola?	MDOT and Motorola
180.	Section 5.3.3.1 – May the MDOC provide the cost for the interface with OffenderTrak?	?
181.	Section 5.3.3.1 – Some phone vendors charge for the use of their IVR system. Will the vendors be able to pass on this charge to the inmate or will the MDOC require the phone providers to offer this service at no charge to the commissary vendor?	See 5.3.3.2 in the RFP.
182.	Section 5.3.3.2 – Are any of the facilities/housing units already wired for kiosks with network drops?	All facilities do not have the same technical capability. MDOC encourages an inmate telephone ordering operation using standard procedures at each facility.
183.	Section 5.3.3.2 – Please provide the amount of housing units by facility.	MDOC inmates will be required to come to the assigned commissary area with their identification. Vendors will not enter inmate housing units. All packages are subject to search before they are issued to inmates.
184.	Section 5.3.3.2 – How many housing units would need kiosks? Please provide the kiosks needed by facility and housing unit.	MDOC encourages an inmate telephone ordering operation using standard procedures at each facility.

185.	Section 5.3.3.2 – Please provide the housing units that are already wired for kiosks by facility.	MDOC encourages an inmate telephone ordering operation using standard procedures at each facility.
186.	Section 5.3.3.2 – Who will be responsible for wiring kiosks where needed?	MDOC encourages an inmate telephone ordering operation using standard procedures at each facility.
187.	Section 5.3.3.2 – If the vendor would be responsible, when would they have access to site visits at each location to determine costs prior to submitting a proposal?	See 4.7.1 which states, “ <u>These will be the only tours</u> of the facilities available to vendors.”
188.	Section 5.3.3.2 – Do all MDOC facilities in this RFP utilize GTL as the phone provider?	Yes
189.	Section 5.3.3.2 – Will the MDOC negotiate the interface and or per inmate per month charge to be assessed to commissary vendors for the commissary ordering via phone with GTL? This will establish the cost for all vendors.	See 5.3.3.2 in the RFP.
190.	Section 5.3.3.4 – Must vendors have a warehouse in the State of Mississippi to keep commissary jobs within the State?	Vendor should propose, explain, and justify their ideas in their proposal.
192.	Section 5.3.3.4 – Must vendors have a warehouse in the State of Mississippi to ensure timely and secure deliveries to the MDOC facilities?	Vendor should propose, explain, and justify their ideas in their proposal.
193.	Exhibit H for Sample of Weekly report is referenced in the scope of services but there is nothing on the page. May the MDOC provide an example of the expected weekly reports?	MDOC was unable to provide the sample report in the RFP. This report only applies to the successful vendor. It is not something required by vendors in order to prepare vendor proposals. However, weekly reports will be required from the successful vendor.
194.	Section 5.3.5 - Will the MDOC require all deliveries be made by the awarded vendor staff on vendor owned trucks to ensure the safety and security of the product being delivered to the MDOC facilities?	All deliveries will be made by the successful vendor, using vendor vehicles, equipment, and supplies.
195.	Section 5.3.9 – Will the vendor be required to have a physical address provided in their response where the commissary orders will be pulled and shipped from?	Vendor should propose, explain, and justify their ideas in their proposal.
196.	Section 5.3.9 – If a vendor does not have a local facility to pull and ship orders from, how will the	Vendor should propose, explain, and justify their ideas in their proposal.

	MDOC evaluate this vendor in comparison to those operating and employing MS residents?	
197.	Section 5.4.1: Will vendors be required to provide references of current customers that utilize inmate labor to show their experience managing the utilization inmate labor?	MDOC will ask questions of the references provided by the vendor.
198.	Section 5.4.2 and Section 5.4.3: When “processing inmate account transactions”, will the MDOC be looking to utilize inmate banking software from the offering vendor?	No
199.	Section 5.4.2 and Section 5.4.3: Should any software provided for processing inmate account transactions be written, owned, operated and supported by the offering vendor?	No
200.	Section 5.4.14: Would the MDOC consider an offender management system other than OffenderTrak if provided at no cost to the MDOC?	See 5.3.3.1 of the RFP. Any extraneous software must interface with OffenderTrak.
201.	Section 5.4.15: Please provide how many computers will need to be provided by the awarded vendor by facility?	Vendor should propose, explain, and justify their ideas in their proposal.
202.	Section 5.4.15: Should all software provided systems offered by vendors be supported by that offering vendor, not utilizing a third party when referring to the 24/7/365 support?	See 5.4.15 of the RFP. See 5.2.5 of the RFP
203.	Section 5.7.4: Is the MDOC expecting commissions to be paid on all canteen sales including postage sales that are sold at face value?	Vendor should propose, explain, and justify their ideas in their proposal.
204.	Section 5.9.2: This section says products listed on the bid sheet will be used to evaluate the pricing structure proposed by vendors but vendors will sell other products...How will the MDOC/Evaluation Committee prevent vendors from bidding low prices on the bid list but charge higher prices when they are allowed to sell other products?	There is no guarantee that vendors will be allowed to sell other products other than those listed on the Master Commissary List – Exhibit G. For evaluation purposes
205.	Section 5.9.2: Will vendors be held to their offered menu and pricing for, at a minimum, the first year of the contract?	Yes.

206.	Section 5.10.1: Will the MDOC require orders to be delivered to each listed facility weekly regardless of the order total for that facility?	See 5.10.1 in the RFP.
207.	Section 5.10.1: Will the MDOC allow for a delivery charge by vendors to facilities for the commissary order deliveries?	Vendor should propose, explain, and justify their ideas in their proposal.
208.	Section 5.10.9: Multiple vendors currently employ staff that used to work for the MDOC, how should the vendors provide their information to the MDOC for approval? Section 5.10.9: Must the approval request be sent prior to submittal of the bid or upon award?	Vendors submit their proposals. The narrative for the staffing plan in the proposal must indicate information found in the RFP. If a vendor is selected, the vendor must implement their staffing plan as presented in their proposal. NO. Vendor should propose, explain, and justify their ideas in their proposal.
209.	Section 6.2.4: Should all references be a minimum of 5,000 inmates in ordered to be considered of the same scope, size and discipline as the MDOC?	Section 6.2.4 states, "Listing of contracts under which services similar in scope, size, or discipline were performed or undertaken, including at least three (3) references for contracts awarded during the past three (3) years." If vendor provides a reference, the reference should be able to answer questions asked by MDOC concerning the vendor as well as information concerning the contract.
210.	Section 6.4.3.4: If a vendor employs staff that have been previously cleared by the Deputy Commissioner of Institutions but do not meet this requirement, may these employees continue to work on the MDOC commissary contract?	Section 6.4.3.4 states, "No offeror shall have in its employ or through contract or sub-contract any person that has been incarcerated by MDOC or has been under supervision by MDOC as a probationer, parolee or supervised under house arrest or earned release supervision, in either an adjudicated or non-adjudicated basis. No proposal will be considered unless this requirement is acknowledged and complied with." If the offeror has employees or contractors that are in this category,

		the offeror must meet the requirements indicated in Section 6.4.3.4 and acknowledged in their proposal.
211.	Section 6.4.5.5: Will the MDOC allow vendors to offer commission proposals on a sliding scale dependent on sales or any other criteria?	Vendor should propose, explain, and justify their ideas in their proposal. Please review 4.13.2. Conditional proposals may be rejected.
212.	Are there maximum product sizes for certain products per MDOC policy, i.e. 4 oz. shampoo in a clear plastic bottle as has been requested by the MDOC canteen review team in the past?	Yes
213.	For evaluation purposes of Exhibit I, please provide the formula that will be used to compare ounce differences between vendor's products?	The vendor with the overall lower cost per ounce will receive all the points allowed for cost of goods. See evaluation formulas in Amendment #1 to the RFP.
214.	<p>Please find the following questions regarding Exhibit I</p> <ol style="list-style-type: none"> 1. What size differential will be allowed by the MDOC? 2. What size is the MDOC requesting for items that do not list a size in the description? 3. Will the MDOC send out a revised list with ounce sizes for all items? 4. Line 188 Ched Cheese Crackers – Is the request for this line item a cheese on cheese cracker sandwich or a cheese cracker such as Cheez-it? 5. Line 199 2-pack Toaster Pastries - Does this product need to be marked for individual sale? 6. Do cereals need to be resealable as currently provided? 7. Line 227 Spicy Ground Beef packet 11 oz. – Will only ground beef be allowed to be bid on this item? 8. Line 239 Creamy Peanut Butter (4) 2.5 oz. – does the (4) represent 4 pouches of 2.5oz peanut butter as is currently sold on the commissary menu? 9. Line 239 Creamy Peanut Butter (4) 2.5oz. – must this line item be in pouches as was approved by the MDOC Commissary Committee? 10. Line 239 Creamy Peanut Butter (4) 2.5oz. – must this line item be in pouches as was 	<p>Vendors have been provided with Exhibit I. For the purpose of evaluating proposals, Vendors should use Exhibit I as an example of</p> <ol style="list-style-type: none"> (1) what they should offer as samples (2) what items they should bid retail + tax prices on, (3) the approved sizes and containers (4) the items that vendors will be compared on <p>If vendors do not bid on items (other than MPIC items) their bid will be considered “incomplete.” See 4.13 and 4.14 of the RFP.</p> <p>Vendor Z offers Skins 2 oz. for \$5.00 Vendor Y offers Skins 2 oz. for \$3.00 Vendor X offers Skins 2 oz. for \$2.00</p> <p>Vendor X would receive the most points because they have the lowest cost per ounce.</p> <p>If Vendor Z offered Skins 16 oz at \$20, it would be determined that Vendor Z is offering \$1.25 per ounce (\$20</p>

	<p>approved by the MDOC Commissary Committee?</p> <p>11. Line 244-Item is listed as “skins”, please confirm that the MDOC is requesting “pork skins” for this line item.</p> <p>12. Line 164 Watch Battery - ECR2016 – has been banned/disallowed by the MDOC. Will this item be eliminated from Exhibit I?</p> <p>13. Line 165 Watch Battery - 376/377 - has been banned/disallowed by the MDOC. Will this item be eliminated from Exhibit I?</p> <p>14. Line 168 Clear Wrist Watch - has been banned/disallowed by the MDOC. Will this item be eliminated from Exhibit I?</p> <p>15. Line 19-73 These items are to be provided by MPIC to the commissary vendor, will MDOC/MPIC provide the cost for these items to ensure the same pricing to all vendors?</p> <p>16. Line 19-73 Will MPIC deliver these items to the vendor’s pulling warehouse?</p> <p>17. Line 19-73 Will MPIC be responsible for the stock levels to ensure product is available to the vendor?</p> <p>18. Line 19-73 Does MPIC have any purchasing/minimum terms?</p>	<p>divided by 16 ounces = \$1.250). Two ounces would be \$2.50 for 2 ounces.</p> <p>MDOC will make sure that all bidder prices are for the same quantity.</p> <p>MDOC will determine which items (if any) will be eliminated from Exhibit I.</p> <p>MPIC will deliver clothing items to MDOC based on MDOC orders for clothing for MDOC inmates.</p>

LIST OF ATTACHMENTS

ATTACHMENT NUMBER	DESCRIPTION OF ATTACHMENT
1	Amendment #1 to RFP for Canteen Services RFP 15-032
2	2014 Canteen Sales by Facility
3	Inmate Population Report
4	MPIC Items
5	MDOC Facilities with Kiosks
6	Inmate Sales for Period – January 1, 2015 – March 31, 2015

Attachment 1

Amendment #1 to RFP for Canteen Services, RFP 15-032

Mississippi Department of Corrections, Canteen Services RFP 15-032
Amendment 1

Vendors attending the Pre-Proposal meeting on April 8, 2015 requested that the MDOC provide answers to questions before the time specified in the procurement schedule so they would have more time to prepare their proposal. However, due to the number of questions, all questions were not answered at that time. In addition, vendors have asked additional questions concerning the above referenced RFP and the proposed services. MDOC has determined that more time is needed in the procurement schedule.

1. Section 4.11 for the above referenced RFP is amended as follows:

Amended Procurement Schedule for Canteen Services RFP 15-032

DAY	DATE	TIME	PROCUREMENT TASKS
Monday	3/16/2015		Advertise in MAGIC and in Newspaper
Monday	3/23/2015		Advertise in Newspaper
Thursday	4/2/2015	4 p.m. CST	Deadline for Intent to Bid and Authorization Forms for all Tours
Wednesday	4/8/2015	10 a.m. CST	Pre-Proposal Vendor Conference at Central Mississippi Correctional Facility
		11 a.m. CST	Tour of Central Mississippi Correctional Facility Canteen Space
		1:00 p.m. CST	Tour Flowood Restitution Center Canteen Space
Thursday	4/9/2015	10 a.m. CST	Vendor Tour of Walnut Grove Correctional Facility Canteen Space
		1 p.m.	Madison County Community Work Center
Friday	4/10/2015	10 a.m. CST	Vendor Tour of Mississippi State Penitentiary Canteen Space
		1 p.m. CST	Yazoo County Community Work Center
Friday	4/17/2015	4 p.m. CST	Deadline for Vendor Questions
Monday	4/27/2015		Answers to Vendor Questions sent via email to Vendors that submitted the Intent to Bid Form. Answers will be posted to MAGIC.
Thursday	5/14/2015	4 p.m. CST	Deadline for Offerors to deliver sample of canteen items to MDOC Central Office.
Friday	5/15/2015	4 p.m. CST	Deadline for Proposals via MAGIC
	5/18-22/2015		*Evaluation If Evaluators request Best and Final Offer: Oral Presentations on Thursday 5/21/2015
Tuesday	5/26/2015		Contract information submitted to Task Force

Monday	6/1/2015		Notice of Contract Award to all Respondents
	6/8-12/2015		Debriefings, if requested by vendors
	6/15-19/2015		Contract Negotiations and Discussions
Tuesday	6/22/2015		Deadline for submission to the Personal Service Contract Review Board
Tuesday	7/14/2015	9 a.m.	PSCRB Monthly meeting
Wed.	8/1/2015		Contract Begins

*MDOC reserves the right to request **Best and Final Offers (BAFO)** from the two (2) best offerors.

2. Section 4.8 is clarified. The deadline for written vendor questions is still **April 17, 2015**. Only written questions will be considered. Written questions shall be submitted via email to Sandra Edwards at SEdwards@mdoc.state.ms.us.
3. Section 4.9 has changed and is clarified. The date in Section 4.9 has changed. Submitting 12 samples of each item **does not** increase vendor chances. One sample of one item is all that is required.
4. Section 5.3 is clarified. All Offerors shall describe their plan for operating a statewide canteen operation using vendor employees outside of MDOC facilities – Option 1A.
5. Section 5.4 is clarified. Offerors shall describe their “alternate” plan for operating a statewide canteen operation by selecting one alternate option 1B, 2A, or 3A.
 - a. Section 5.4.1 Option 1B is clarified. Warehousing and bagging canteen orders at MDOC facilities (**onsite**) **using MDOC inmate labor**.
 - (1) In accordance with MDOC policies, “Inmate canteen workers will not be permitted to access or operate the inmate accounting system, operate computers or cash registers, or handle money while working in the canteen.”
 - (2) Examples of use of “Inmate Labor” may include but is not limited to cleaning/janitorial; stacking and sorting inventory; placing inventory items on shelves; pulling inventory items from shelves; and placing items in a clear plastic bag for inmate orders.
 - (3) Offerors **will still need employees**; however, this option would provide an alternative staffing plan which includes inmate labor.
 - b. Section 5.4.2 Option 2A is clarified. Warehousing and bagging canteen orders plus processing inmate account transactions (**offsite**) with vendor employees. **This**
 - (1) This option **does not** include Inmate Labor.
 - (2) This option **does** include a vendor employee onsite at MSP, CMCF, and SMCI.
 - (3) Vendor employees will transport orders to MDOC facilities, where a Vendor employee will verify inmate identity and issue bagged canteen orders to inmates.
 - (4) Vendor employees will take inmate orders and update inmate accounts and transmit weekly reports to MDOC.

- c. Section 5.4.3 Option 3A is clarified. Warehousing and bagging canteen orders plus processing inmate account transactions **(onsite) with vendor employees**.
- (1) This option **does not** include Inmate Labor.
 - (2) This option includes vendor employees working inside MDOC facilities, providing all canteen services.
6. Section 6.4.5 **Item 2** is changed. Offeror's proposal shall address ~~wholesale~~ **retail** cost of products (without revealing suppliers) and the offeror's proposed methodology for applying the retail market value to canteen items to be sold to MDOC inmates. Such methodology shall be quantifiable, meaning that vendors' wholesale price plus some quantifiable amount plus tax is added to the wholesale price. The methodology for the amount that is added to wholesale shall be justifiable and Offerors shall be able to verbalize the methodology and how the retail cost is derived.
7. Section 6.4.5 **Item 4** is changed. The Offerors shall use Exhibit I the *Bid Sheet on Canteen Items* spreadsheet. This form is a separate attachment in MAGIC that has to be downloaded from MAGIC in order for offerors to use the form as a spreadsheet to propose a ~~wholesale~~ **retail price + tax** for each item. Offerors are not requested to reveal suppliers or wholesale pricing information.
8. Section 6.4.5 **Item 5** is clarified. Exhibit I-1 is not a spreadsheet. Vendors shall write or type their answer in the blank and authorized person shall sign the form and scan the form into their proposal.
9. Evaluation of Vendor Proposals
- Offerors were provided with (1) the approved Master Commissary List; (2) Pricing and size specifications in Exhibit I, and (3) a list of the items ordered over a three month period for the three major prisons and the four private prisons. Offerors should be able to determine which items are the most popular items. From information provided, Offerors shall develop their own spreadsheets to estimate gross annual income from sales of canteen items and estimate sales from community work centers and restitution centers based on the size of the inmate populations. From vendor estimates, Offerors shall determine their plan(s) for a statewide canteen operation less the commission offered to MDOC.
 - All Offerors shall prepare "written independent pricing strategies" for canteen items that will remain with the Offeror until the information is requested by the MDOC Canteen Committee. **If the Offeror is not selected as a potential contractor in Step 3 of the Evaluation, the Canteen Committee will not request the "written independent pricing strategies."**
 - All Offerors shall prepare a narrative plan and cost proposal for Option 1A. Offerors shall prepare Exhibit I and Exhibit I-1 for Option 1A. **Do not add any new items to Exhibit I.**

- Offerors shall prepare a narrative “alternate plan and cost proposal” for 1B, 2A, or 3A. Offerors shall prepare Exhibit I and Exhibit I-1 for Option 1B, 2A, or 3A. **Do not add any new items to Exhibit I.**
- **Proposed new items should only be discussed in the proposal narrative.**
- Step 1 – Proposals must have all required content indicated in Section 6.4.8.
- Step 2
 - Proposals may receive a maximum of 60 points based on the Offeror’s response to the RFP.
 - For Cost: MDOC uses an objective method of assigning points.
Exhibit I, the retail amounts offered will be totaled. The Offeror with the total that is smallest would be considered the “low bidder” and that Offeror would receive the full 25 points for Cost of Goods. A formula will be applied to the other bids to determine the number of points lower than 25. See the example below:

Points for Cost of Goods = 25 points

Lowest Retail Cost (LC) of items in Exhibit I receives 25 points

If the lowest cost is \$1,000 the formula to determine the number of points for the other amounts over \$1,000 is as follows: $=25-((X-1000)/1000*25)$

X would be the “other amounts.

Exhibit I Bidders		Formula	Number Points
A Company	\$1,000		25.0
B Company	\$1,100	$= 25-((1100-1000)/1000*25)$	22.5
C Company	\$1,200	$= 25-((1200-1000)/1000*25)$	20.0
D Company	\$1,300	$= 25-((1300-1000)/1000*25)$	17.5
E Company	\$1,400	$= 25-((1400-1000)/1000*25)$	15.0

- For Exhibit I-1, the Offeror with the **largest** Total Proposed Commission to MDOC would receive the full 15 points for Commission. A formula will be applied to the other bids to determine the number of points lower than 15. See the example below:

Points for Commission Rate = 15 points

Highest Commission Rate (HC) in Exhibit I-1 receives 15 points

If the HC is 50% the formula to determine the number of points for the other amounts under 50% is as follows: $=50-((50-Y)/50*25)$

Y would be the “other amounts.

Exhibit I-1 Bidders		Formula	Number Points
A Company	50%		15.0
B Company	49%	$= 50 - ((50 - 49) / 50 * 15)$	14.7
C Company	48%	$= 50 - ((50 - 48) / 50 * 15)$	14.4
D Company	47%	$= 50 - ((50 - 47) / 50 * 15)$	14.1
E Company	46%	$= 50 - ((50 - 46) / 50 * 15)$	13.8

Step 3 – Oral presentations would be requested only if requested by Evaluators and the maximum points may increase by a maximum of 5 points for the oral presentation. The MDOC recommendation would be submitted to the MDOC Task Force and then all Offerors would be notified. If for some reason the selected vendor is unable to perform, the other Offerors would be considered.

Offerors shall acknowledge receipt of this Amendment #1 to RFP 15-032 by authorized signature and date below. The signed Amendment #1 must be returned with the proposal via MAGIC by 4 p.m. on **Friday, May 15, 2015**.

ACKNOWLEDGED:

_____ DATE	BY:	_____ Authorized Signature
	FIRM:	_____

Attachment 2
2014 Canteen Sales by Facility

12:22 PM

09/03/14

Accrual Basis

Mississippi Department of Corrections Canteen
Profit & Loss Prev Year Comparison
 July 2013 through June 2014

	Jul '13 - Jun 14	Jul '12 - Jun 13	\$ Change	% Change
Ordinary Income/Expense				
Income				
Bagging Administration Fee				
Bagging Admin Fee - Alcorn CWC	23,671.68	0.00	23,671.68	100.0%
Bagging Admin Fee - Bolivar CWC	5,220.01	0.00	5,220.01	100.0%
Bagging Admin Fee - Flowood CWC	103,878.65	0.00	103,878.65	100.0%
Bagging Admin Fee - Forrest CWC	9,086.85	0.00	9,086.85	100.0%
Bagging Admin Fee - George CWC	10,172.84	0.00	10,172.84	100.0%
Bagging Admin Fee - Harrison CW	3,789.56	0.00	3,789.56	100.0%
Bagging Admin Fee - Jackson CWC	2,922.77	0.00	2,922.77	100.0%
Bagging Admin Fee - Jefferson	9,224.26	0.00	9,224.26	100.0%
Bagging Admin Fee - Leflore CWC	9,267.30	0.00	9,267.30	100.0%
Bagging Admin Fee - Madison CWC	9,066.17	0.00	9,066.17	100.0%
Bagging Admin Fee - Noxubee CWC	20,115.82	0.00	20,115.82	100.0%
Bagging Admin Fee - Pike CWC	21,348.82	0.00	21,348.82	100.0%
Bagging Admin Fee - Quitman CWC	12,389.45	0.00	12,389.45	100.0%
Bagging Admin Fee - Simpson CWC	23,166.19	0.00	23,166.19	100.0%
Bagging Admin Fee - Washington	11,806.80	0.00	11,806.80	100.0%
Bagging Admin Fee - Wilkinson C	12,049.74	0.00	12,049.74	100.0%
Bagging Admin Fee - Yazoo CWC	6,602.85	0.00	6,602.85	100.0%
Bagging Admin. Fee - MSP	1,455,493.21	1,562,848.94	-107,355.73	-6.9%
Bagging Admin. Fee - CMCF	1,937,361.91	2,078,309.29	-140,947.38	-6.8%
Bagging Admin. Fee - SMCI	1,491,003.71	1,468,030.54	22,973.17	1.6%
Bagging Admin. Fee - MCCF	768,754.09	681,053.65	87,700.44	12.9%
Bagging Admin. Fee - WCCC	452,104.80	492,819.20	-40,714.40	-8.3%
Bagging Admin. Fee - EMCF	479,261.12	497,639.63	-18,378.51	-3.7%
Bagging Admin. Fee - WGCF	591,287.25	489,504.20	101,783.05	20.8%
Total Bagging Administration Fee	7,469,045.85	7,270,205.45	198,840.40	2.7%

Attachment 3
Inmate Population Report

MISSISSIPPI DEPARTMENT OF CORRECTIONS

DAILY INMATE POPULATION REPORT

May 4, 2015

(Figures are from midnight count of previous day)

Facility		Capacity	Inmate Population
MISS. STATE PENITENTIARY (MSP)		3,455	3,256
CENTRAL MISS. CORRECTIONAL FACILITY (CMCF)		2,923	2,543
Male		1,942	1,719
Female		981	824
YOUTHFUL OFFENDER UNIT		58	24
SOUTH MISS. CORRECTIONAL INSTITUTION (SMCI)		2,682	2,553
EXTERNALS (Satellite Facilities, Restitution Center Support, Governor's Mansion)		1,870	1,025
COUNTY JAILS		1,995	1,519
PRIVATE PRISONS		5,972	3,933
Delta Correctional Facility		972	Closed
East Mississippi Correctional Facility		1,500	1,129
Marshall County Correctional Facility		1,000	992
Walnut Grove Correctional Facility		1,500	923
Wilkinson County Correctional Facility		1,000	889
REGIONAL CORRECTIONAL FACILITIES		4,438	4,168
Alcorn County Correctional Facility		300	298
Bolivar County Correctional Facility		369	343
Carroll-Montgomery County Correctional Facility		280	270
Chickasaw County Correctional Facility		300	299
George County Correctional Facility		280	265
Holmes-Humphreys County Correctional Facility		280	261
Issaquena County Correctional Facility		274	253
Jefferson-Franklin County Correctional Facility		280	260
Kemper-Neshoba County Correctional Facility (Males)		355	341
Leake County Correctional Facility		280	255
Marion-Walthall County Correctional Facility		280	267
Stone County Correctional Facility		280	276
Washington County Correctional Facility		300	240
Winston-Choctaw County Correctional Facility		280	258
Yazoo County Correctional Facility		300	282
TOTALS		23,393	19,021
Satellite Facilities (plus 28 RID beds at Rankin SF)		1,848	1,033
Approved Jails		Count	Unapproved Jails
Jail Support		30	Court Order
Joint State-County Work Program		669	Newly Sentenced MDOC Inmates (Nonfinal)
Sheriff Trusty		39	
Court Order		71	
Newly Sentenced MDOC Inmates		252	
TOTAL		1,061	419
Received at CMCF from County Jails			
MALE			May 1, 2015
New Prisoners			FEMALE
Parole Violators		10	New Prisoners
ISP Violators		17	Parole Violators
ERS Violators		2	ISP Violators
Probation Violators		1	ERS Violators
ESC/Ret Violators		1	Probation Violators
TOTAL		31	ESC/Ret Violators
			18
Total Received from County Jails Since September 3, 1990:			
1990	1,866	2015	JAN
1991	3,944		FEB
1992	4,546		MAR
1993	4,289		APR
1994	4,443		MAY
1995	4,102		JUNE
1996	6,094		JUL
1997	5,653		AUG
1998	6,696		SEP
1999	5,489		OCT
2000	7,450		NOV
2001	7,251		DEC
2002	7,436		
2003	8,065		
2004	8,751		
2005	8,623		
2006	8,734		
2007	8,815		
2008	9,567		
2009	9,533		
2010	9,290		
2011	9,014		
2012	9,870		
2013	9,327		
2014	8,581		
TOTAL	177,429	2,599	54
		Audited by:	

**Attachment 4
MPIC Items**

"BULK DELIVERY" BID SHEET

37	MPIC Clothing	Thermal Sets (Men/Women)	1X Large	
38	MPIC Clothing	Thermal Sets (Men/Women)	2X Large	
39	MPIC Clothing	Thermal Sets (Men/Women)	3X Large	
40	MPIC Clothing	Thermal Sets (Men/Women)	4X Large	
41	MPIC Clothing	Thermal Sets (Men/Women)	6X Large	
42	MPIC Clothing	Bleached Tube Socks	Pair	
43	MPIC Clothing	Laundry Bag		
44	MPIC Clothing	Shower Shoes, Men (One Pair)	Size 9	
45	MPIC Clothing	Shower Shoes, Men (One Pair)	Size 10	
46	MPIC Clothing	Shower Shoes, Men (One Pair)	Size 11	
47	MPIC Clothing	Shower Shoes, Men (One Pair)	Size 12	
48	MPIC Clothing	Shower Shoes, Men (One Pair)	Size 13	
49	MPIC Clothing	Shower Shoes, Men (One Pair)	Size 14	
50	MPIC Clothing	Shower Shoes, Men (One Pair)	Size 15	
51	MPIC Clothing	Shower Shoes, Women (One Pair)	Small	
52	MPIC Clothing	Shower Shoes, Women (One Pair)	Medium	
53	MPIC Clothing	Shower Shoes, Women (One Pair)	Large	
54	MPIC Clothing	Sports Bra	Small	
55	MPIC Clothing	Sports Bra	Medium	
56	MPIC Clothing	Sports Bra	Large	
57	MPIC Clothing	Sports Bra	X Large	
58	MPIC Clothing	Sports Bra	2X Large	
59	MPIC Clothing	Sports Bra	3X Large	
60	MPIC Clothing	Sports Bra	4X Large	
61	MPIC Clothing	Sports Bra	5X Large	
62	MPIC Clothing	Sports Bra	6X Large	
63'	MPIC Clothing	Women Cotton Panties	Size 5	
64	MPIC Clothing	Women Cotton Panties	Size 6	
65	MPIC Clothing	Women Cotton Panties	Size 7	
66	MPIC Clothing	Women Cotton Panties	Size 8	
67	MPIC Clothing	Women Cotton Panties	Size 9	
68	MPIC Clothing	Women Cotton Panties	Size 10	
69	MPIC Clothing	Women Cotton Panties	Size 11	
70	MPIC Clothing	Women Cotton Panties	Size 12	
71	MPIC Clothing	Women Cotton Panties	Size 13	
72	MPIC Clothing	Women Cotton Panties	Size 14	
73	MPIC Clothing	Knee Hi Sheer		

Attachment 5
Facilities with Canteen Kiosks as of May 4, 2015

MDOC State Operated Facilities	Have Kiosk? Yes or No
Mississippi State Penitentiary (MSP), 590 Parchman Road 12, Parchman, MS 38738	
Central Mississippi Correctional Facility (CMCF), 3794 Hwy 468, Pearl, MS 39208	
South Mississippi Correctional Institution (SMCI), 22689 Mississippi 63, Leakesville, MS 39451	
Privately Operated Facilities	Have Kiosk? Yes or No
East Mississippi Correctional Facility, 10641 Highway 80 West, Meridian, MS 39307	No
Marshall County Correctional Facility, 833 West Street, Holly Springs, MS 38635	No
Walnut Grove Correctional Facility, 1650 MS-492, Walnut Grove, MS 39189	No
Wilkinson County Correctional Facility, 2999 US-61, Woodville, MS 39669	No
Community Work Centers	Have Kiosk? Yes or No
Alcorn County Community Work Center, 2407 Norman Road, Corinth, MS 38834	
Bolivar County Community Work Center, 604 Hwy 8, Rosedale, MS 38769	
Forrest County Community Work Center, 112 Alcorn Avenue, Hattiesburg, MS 39401	
George County Community Work Center, 156 Industrial Park Drive, Lucedale, MS 39452	
Harrison County Community Work Center, 3820 8 th Avenue, Gulfport, MS 39501	
Jackson County Community Work Center, 1717 Kenneth Avenue, Pascagoula, MS 39567	
Jefferson County Community Work Center, 101 Corrections Road, Fayette, MS 39069	
Leflore County Community Work Center, 3400 Baldwin County Road, Greenwood, MS 38930	

Madison County Community Work Center, 140 Corrections Drive, Madison, MS 39046	
Noxubee County Community Work Center, 110 Industrial park Road, Macon, MS 39341	
Pike County Community Work Center, 2015 Jesse Hall Road, Magnolia, MS 39652	
Quitman County Community Work Center, 201 Camp B Road, Lambert, MS 38643	
Simpson County Community Work Center, 714 Wood Road, Magee, MS 39111	
Washington County Community Work Center, 1398 N. Beauchamp Ext., Greenville, MS 38703	
Wilkinson County Community Work Center, 84 Prison Lane, Woodville, MS 39669	
Yazoo County Community Work Center, 625 W. Jefferson Street, Yazoo City, MS 39194	
Restitution Centers	Have Kiosk? Yes or No
Flowood Restitution Center, 1632 Hwy 80 East, Flowood, MS 39231	
Greenwood Restitution Center, 308 Hwy 7 North Rear, Greenwood, MS 38930	
Hinds County Restitution Center, 429 South Gallatin Street, Jackson, MS 39203	
Pascagoula Restitution Center, 1721 Kenneth Avenue, Pascagoula, MS 39567	
Regional Facilities (Not Considered under the proposed MDOC Canteen Contract)	Have Kiosk? Yes or No
Alcorn County Regional Correctional Facility, 2839 South Harper Road, Corinth, MS 38834	Yes
Bolivar County Correctional Facility, 2792 Hwy 8 W, Cleveland, MS 38732	No
Carroll/Montgomery County Regional Correctional Facility, 33714 Hwy 35, Vaiden, MS 39176	
Chickasaw County Regional Correctional Facility, 120 Lancaster Circle, Houston, MS 38851	No
George/Greene County Correctional facility, 154 Industrial park Road, Lucedale, MS 39452	Yes
Holmes/Humphreys County Correctional Facility, 23234 Hwy 12 E, Lexington, MS 39095	
Issaquena County Correctional Facility, P.O. Box 220, Mayersville, MS 39113	
Jefferson/Franklin County Correctional Facility, P.O. Box 218, Fayette, MS 39069	No
Kemper/Neshoba County Correctional Facility, 374 Stennis Industrial Park, DeKalb, MS 39328	No

Leake County Correctional Facility, 399 C.O. Brooks Street, Carthage, MS 39051	Yes
Marion/Walthall County Correctional Facility, 503 South Main Street, Columbia, MS 39429	
Stone County Correctional Facility, 1420 Industrial Park Road, Wiggins, MS 39577	
Washington County Regional Correctional Facility, 60 Stokes King Road, Greenville, MS 38701	No
Winston/Choctaw Regional Correctional Facility, P.O. Box 1437, Louisville, MS 39339	Yes
Yazoo County Regional Correctional Facility, 154 Roosevelt Hudson Drive, Yazoo City, MS 39194	

Attachment 6
Inmate Sales for Period – January 1, 2015 – March 31, 2015

Microsoft Excel Format

Emailed to all Canteen Vendors on May 4, 2015