



CAMERON COUNTY PURCHASING

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ADDENDUM # 2 - PAGE 1 of 7

DATE OUT: 07/03/2025

RFP TITLE: **JAIL SYSTEM FOOD SERVICES**

RFP NUMBER # **1441**

DEADLINE: JULY 23RD, 2025 at 3:00 p.m.

(IN ORDER TO AVOID DISQUALIFICATION – ALL ADDENDUMS MUST BE SIGNED AND RETURNED BY DEADLINE AND INCLUDED IN THE SEALED BID PACKAGE SUBMITTED)

1.- Please see answers to request for questions and clarifications from vendors that attended the pre-proposal meeting on Wednesday, June 18th, 2025 at Cameron County Jail.

1. The RFP states, “An average of 6 ounces cooked weight meat or meat equivalent (Cheese, eggs, or peanut butter only) are to be provided daily” and also states in the nutrition requirements “meals shall have a minimum average of 135 grams of protein per day”. Can the county please clarify which is correct?
A: Must meet the 6 Ounces of cooked meat. Which is served DAILY not by MEAL.
2. The RFP states as an option “A maximum average of (30 %, 35%)* of calories as fat is required, as demonstrated by the nutritional analysis” but also states fat cannot exceed 30% of calories. Can the county clarify the maximum amount of fat permitted by analysis?
A: As stated in RFP these percentages are OPTIONAL and are requirements from Nutritional Analysis or refer to your Dietitian, but Max. suggested is 30-35%
3. Can the County confirm how many coffee locations will be under the 24/7 coffee program and what items will be required to accompany the coffee (cups / size, lids, powdered creamer, sugar etc.)?
A: There are Three (3) Coffee Locations for the Three (3) Facilities. The cup sizes can be 12 Ounces, lids, powdered creamer, and sugar.
4. Is the vendor responsible for any chemicals to be used in the kitchens?
A: No, the County will provide Chemicals.
5. During the pre-bid it was stated that the Sheriff’s Office would like to retain (at minimum) three employees that have worked with the jail for quite some time. Can you please disclose what those employees’ wages are currently?
A: Wages, salaries, and benefits are contractor proprietary information and confidential employee information
6. Does the County pay a separate line item on the weekly invoice for the ODR meals or does the cost of the ODR need to be built into the inmate price per meal?
A: All meals will be included in One (1) Invoice.
7. How many spirit lifter/holiday meals are required to be provided?
A: Page 28 Section 7: B Proposed menus and Holidays shall be identified. A minimum of FIVE (5) Spirit Lifter Meals shall be provided annually, including Easter, Thanksgiving, Christmas, and New Years.
8. Can you please give the ADP breakdown by the three locations for the past year?
A: A.D.P.: CRDC = 962 DC One =288 OCJ= 258
9. Please provide a list of and current amounts of any special diets to include both medical and religious.
A: The amount is approximately Three (3) to Five (5), but numbers do change Daily.
10. As the vendor is responsible for the repair and maintenance of the kitchen equipment can the County, please provide a current equipment list and the status of their working order?
A: All Equipment is currently operational in all Facilities where the food is currently being prepared.
11. Please provide the requested ODR operation meal periods and hours. Also what amounts are expected at each service. (ie, protein, sides, beverages etc.)
A: O.D.R. is open from 0600-0730 Breakfast 1200-1330 Lunch and 1800-1930 Dinner menus are approved by Administration for all Staff Meals.
12. How many County employees are using the ODR at each facility daily for the current breakfast and lunch programs?
A: CRDC: 80 per meal DC One: 40 per meal OCJ: 30 Per meal

13. Is the County or Vendor responsible for the cost of the hood vent cleaning at the main and Torres kitchens? How many times annual are required?
A: County is responsible for the cleaning of all Hoods in all facilities.
14. Can you confirm the County is responsible for the grease trap removal, pest control, and phone line service?
A: Yes, County is responsible for sure issues.
15. How many inmate trays have been purchased annually in each of the past three years? What is the current inventory on hand of inmate trays?
A: Vendor is responsible for the Meal Trays.
16. Please provide the current hours of operation of the kitchen along with meal service times.
A: 0500-1930 Hours Breakfast: 0630-0730 Hours Lunch: 1145-1230 Hours Dinner 1730-1815 Hours
17. Will the Trustee inmates that will be utilized for cleaning and distribution be available to do the tray, pot and pan washing as well inside the kitchens?
A: Yes, they will assist with those tasks.
18. Are trustee inmates receiving anything extra on top of a regular tray for their labor? If so, what will be expected and for how many?
A: No, they will not receive anything extra.
19. How many sack (bag) meals are served daily and weekly?
A: This will vary due to details on a day-to-day basis. Example: Courts, Chain, New Inmates ETC.
20. Please provide the annual repair and maintenance costs for the previous five years broken down by each.
A: Currently it's unknown.
21. Is the facility open to a cold meal at either breakfast or Dinner to save labor and wear and tear on equipment?
A: No, Cameron County Jail will not allow cold meals.
22. Is there a specific HUB requirement/ goal for this RFP solicitation?
A: No, not currently.
23. Are we correct that the target cost per meal for the new contract is \$1.16?
A: Between 1.16 - 2.15 without sacrificing quality and while maintaining all mandatory requirements
24. Can you further detail the utilization of in-mate labor at each location?
A: Refer RFP Page 21 VIII Scope of Work Trustees cannot Cook Food, Handle Food, and/or make Meal Trays
25. What is the wage rate, role, and responsibilities for the county employees that the vendor will be responsible for?
A: Wages and current schedules are proprietary and confidential employee information
26. What is the current Registered Dietitian level of services utilized? Do they provide nutrition education consultations as needed?
A: The Vendor is responsible for providing their Registered Dietitian and provide nutrition education consolation.
27. Will the vendor have access to launder mopheads/ kitchen towels on site at each location?
A: Yes, with the Trustee Labor.
28. Are there plans to have a kitchen at all four locations?
A: No, there are no plans for Four (4) Locations.
29. What is the current menu pattern used?
A: Currently it changes Quarterly
30. What are you looking to see improved with a new contract vendor?
A: Price and Quality of Services
31. Please confirm the cost per meal should be inclusive of all associated labor.
A: Yes, proposed cost per meal shall be all inclusive of all associated labor
32. Please confirm if labor costs should include the utilization of in-mate labor.
A: Yes, inmate labor should be included
33. Please provide the current in-mate labor pay-rate.
A: None

34. An Executive Summary is referenced on page 14-15 of the RFP, but it is not included in the proposal package outline in Section 7. Could you please clarify the expectations of the Executive Summary? Would you like this prepared as its own document, or as a preface to the proposal?
A: Include the executive summary as its own document and place it at the beginning of the RFP submittal.
35. Can you provide a sample menu for the “ODR” (meals for the Jailers)?
A: Vendor is currently in charge of the menus.
36. For items such as mop heads & towels, are these laundered on-site? If not, will we be permitted to set up a vendor to handle laundering these items?
A: Yes, they are with Trustee Labor
37. As it relates to the meals provided for the Jailers, we will need disposable items. Are we able to set up a vendor, in addition to our broadline food provider, for delivery of these items? We will limit the quantities of deliveries necessary to a once per month delivery.
A: Yes.
38. For an emergency food supply, will we have the ability and space to store dehydrated food and aluminum can waters? The storage space for these items does not need any climate control.
A: Yes, but we do not allow any ALUMINIUM CANS AND/OR BOTTLES
39. Will the vendor or the county be responsible for cleaning grease traps and commercial cleaning of vent hoods?
A: County, in all Facilities
40. Please provide a current schedule and wage rates for existing employees providing food services.
A: Wages and current schedules are proprietary and confidential employee information
41. Is Vendor or County responsible for purchasing necessary chemicals?
A: County is responsible.
42. Will Vendor need to purchase any large equipment at the onset of the contract?
A: NO, no need to purchase any equipment.
43. How many diet meals are currently being prepared.
A: This Varies DAILY to fit the needs of inmates
44. How many Kosher Meals are currently being prepared?
A: This Varies DAILY to fit the needs of inmates
Are they prepackaged or Common Fare?
A: No, Kosher meals are freshly prepared
45. Can we please have a copy of the current inmate rates?
A: N/A
46. Can we receive copies of the current client invoices from the current vendor. Three months if this is acceptable.
A: County will issue a separate addendum to provide this information
47. What is the current staffing matrix?
A: Employees Schedules are proprietary information from current vendor
48. What time does the kitchen open and close?
A: 0500-1930 Hours
49. Who pays for staff meals?
a. Staff or County A: County
50. How many snacks are being sent out each day?
A: Varies on a day-to-day basis, but as of now none
51. Is ground beef the required meat to be used in all casseroles?
A: No
52. On Page 27, Number 5, subsection a., it states “Meal plans for inmates on these special, modified, and medical diets 2800 cal ADA... shall also be submitted.” In Lieu of submitting multiple diet menus, will the contractors’ religious and medical diet manual suffice for this requirement?
A: Vendor will need to refer to their Licensed Dietitian
53. Who delivers the meal to the satellite facilities?
A: The Vendor
a. If the vendor does deliver is a truck needed?
A: Yes, the Vendor needs to provide the Vehicle

54. What is the Current Equipment Age or Specific Items Needing Repair?

A: 10-15 Years No current repairs are needed

55. What is the Average Turnaround Time for Background Checks

A: Five (5) Business days

56. Please provide the Sales Data for Café or Concessions.

A: N/A

57. What is the current Commission Rate from Concessions if any?

A: N/A

58. **The proposal due date is currently set for July 9, 2025, with submissions required by mail or FedEx. This effectively requires vendors to ship no later than July 7, 2025, which falls immediately after the July 4 holiday. Given this tight timeline and the fact that responses to vendor questions will only be provided three (3) days prior, we respectfully request a two-week extension. The limited time to review responses and finalize our proposal is the primary reason for this request. (July 23, 2025, requested)**

A: See previous addendum # 1 which extends this RFP due date until July 23, 2025

59. Page 1 of the proposal requires an ink ("wet") signature. Could the County please confirm whether a legally executed DocuSign or other form of electronic signature would be acceptable in lieu of a physical signature? Including initials on each page.

A: County will allow for electronic signature

60. On Page 25-26, the EXAMPLE section with optional requirements, are the listed sections required or is a menu acceptable that fills all tray slots and meets the nutritional requirements listed above in section 2, subsection d) Nutritional Requirements?

A: As long it meets all Nutritional Requirements and is approved by Licensed Dietitian

61. Can the County please clarify who is responsible for equipment repairs?

A: The Vendor is responsible for the equipment repairs and County replacing

62. Section VIII A.e.b on page 21 outlines the scope of work. During the pre-bid meeting, it was stated that County staff and inmates would be responsible for completing the delivery process from the kitchen to the housing units, as well as the retrieval. Could the County please confirm whether this understanding is accurate?

A: Yes, County Staff and inmates (trustees) will be responsible for the distribution of the trays to the Housing Units

63. It was stated during the pre-bid meeting that the County would be responsible for the delivery and pickup of meals, as well as the retrieval of soiled trays, specifically for the Old County Jail. Could the County please confirm whether this understanding is correct?

A: Yes, County Staff are responsible

64. Page 10, Price Redetermination, Can the County please confirm whether these increases are intended to be applied on an annual basis?

A: First year shall be unchanged. County will allow request for price increase but will require to follow procedures and approval by County Court Commission

65. Page 15. Please confirm that the (2) one page pricing forms are excluded from the cost proposal (1 page max).

A:

66. Page 19, 5a. Option 2 sliding scale. The scale provided on page 38, the lowest population is 0-500 and higher end is 1700. Will the County consider adjusting the scale to include a population over 1700? Suggested 1701-1800, 1801-1900.

A: Remain as is.

67. Page 20. #9a. Please provide Exhibit C, can the County please provide this exhibit which includes current wages, length of service and benefit information.

A: Wages, salaries, and benefits are contractor proprietary information and confidential employee information

68. Page 22, Section 3a, references the billing process. Would the County consider allowing weekly invoicing?

A: It will be monthly

69. Page 22, 3a. Will the county consider ACH payment?

A: No

70. Page 28 F4, Can the county please confirm the requirement for ground beef?

A: 80/20 Beef is required

71. Page 29 D, Can the County please provide what time the kitchen opens and closes daily? Can you please provide the number of vendor staff being provided at each location?

A: 0500-1930 Hours Vendors discretion

72. Page 30 E 1. Commodities. Can the County please provide the value of the commodities received in the past (2) years?

A: N/A

73. Page 34 XI. Is internet available in the kitchen office?

A: NO, Vendor must provide Internet

74. Page 36 of the RFP (Section XII – Cost Summary) references the current cost per meal as both \$1.10 and \$2.15. Could the County please clarify the intended meaning of these two figures and confirm which amount reflects the current per-meal rate?

A: The Two (2) Prices are the ranges where we want to be at, the current price is 2.15

75. Page 36 of the RFP references the current cost per meal. To better understand the County's current billing practices and volume, could the County please provide copies of the last two months of invoices submitted for food services?

A: Yes

76. Page 36 of the RFP (Section XII – Cost Summary) references the current cost per meal but does not specify the current cost for staff meals. Additionally, Exhibit A (Page 71) outlines an estimated total of 3,261 office meals per day. Could the County please confirm the current cost per staff meal and provide a copy of the current cost scale, if one is in place?

Exhibit A Page #71

Officers count for all three meals

Carrizales – Rucker New Jail	962 X 3 = 2,886
Detention Center # 2	45 X 3 = 135
Detention Center #	130 X 3 = 90
Old County Jail _____	50 X 3 = 150

Total Officer Meals 3,261

A: Officers Meals should be as Follows: CRDC= 80 x 3 DC One: 40 x 3 OCJ: 30 x 3 Total= 450 per day

77. Based on the information provided in Exhibit A (Page 71), we respectfully request clarification on the following items related to officer/staff meals and dining facilities:

- a) Could the County please confirm whether the reported daily officer meal count of 962 at the Carrizales–Rucker New Jail is accurate? A: 962 is average Jail Population for CRDC Inmates
- b) Regarding billing for officer/staff meals:
 - a) Is billing based on a fixed daily or weekly number at each facility? A: Refer to Vendor
 - b) If so, could the County please specify the fixed daily or weekly number used for billing? A: Refer to Vendor
 - c) What is the current rate being charged for officer/staff meals? A: Refer to Vendor
- c) Officer Dining Rooms (ODRs):
 - a) Does each facility have a designated Officer Dining Room? A: Yes
 - b) If so, could the County please provide the equipment list and seating capacity for each ODR? Would it be possible to schedule a site visit to view the dining areas? If not, could the County please provide several recent photographs of each Officer Dining Room? A: Yes CRDC Max: 18 DC One: Max 8 OCJ Max: 6

78. To better understand recent population trends, would the County please provide the Average Daily Population (ADP) of inmates by facility location for the past three months?

A: Refer to Page 71

	March	April	May
Carrizales – Rucker New Jail			
Detention Center # 2			
Detention Center #			
Old County Jail			

79. Could the County please clarify which kitchen(s) are currently responsible for preparing meals, and to which facilities those meals are being delivered? Specifically:

- a) Which kitchen(s) are actively in use for meal preparation?
A: Carrizales Rucker and Ruben M. Torres Detention Center
- b) Which facilities receive meals and from what kitchen?
A: Ruben M. Torres Detention Center Delivers to Cameron County Jail (O.C.J.)

80.The Dietary Reference Intakes (DRI) for the percentage of protein is 10-35%. At 10%, the menu would provide an average of 68g of protein. This amount reflects the current menu you have in place today. Would an average minimum of 68g of protein per day be acceptable?

A: Yes, Vendor would need to check with the Licensed Dietitian and confirm it meets all required Daily Nutrients

81.In regard to page 15, 5.2.1. Specifications, subsection 5.2.1.2, can the county clarify if the poultry breaded items must have a minimum product weight of 4 oz prior to breading or 3 oz breading? All other breaded items listed in 5.2.1 Specifications section list 3 oz prior to breading.

A: 3oz prior to breading.

82.Can you provide the nutritional analysis for the current regular menu (that includes protein, fat, and carbohydrates)?

A: No

83.To meet the other menu requirements in the RFP, the calories may be higher than 2700 on average per day. Is this acceptable?

A: No, Refer to License Dietitian

84.Could the County please clarify how food is currently being delivered to the satellite kitchen(s)? Specifically, is the food delivered in bulk for plating on-site, or are individual trays plated prior to delivery?

A: The food is delivered in Bulk, and the preparation is made at the location of delivery

85.Could the County please confirm the type of tray currently used for meal service? Specifically, is a Marathon tray or a similar insulated tray being utilized?

A: The trays are insulated

86.Could the County please confirm the type and model of Cambro, or equivalent insulated food transport equipment currently used to deliver meals to the satellite kitchen(s)?

A: Vendor is responsible for these matters.

87.(Introduction) Cameron County presently operates **four facilities** at the following locations:

1. 7100 Old Alice Rd., Olmito, Texas 78575 – Carrizales – Rucker New Jail
2. 1145 E. Harrison St, Brownsville, Tx. 78520 – Ruben Torres Detention Center
3. 954 E. Harrison St, Brownsville, Tx. 78520 – Old County Jail
4. **NOT PROVIDED?**

Of these **4 locations** the Detention Center # 2 is the only Kitchen facility not in service.

Will the County please help us understand,

- Which facilities are actually operational? (4/3 listed above)
- Which Facilities have operational kitchens?
- Which facilities are being delivered to and from which kitchen?

A: There are Three (3) Facilities that are operational:

Carrizales Rucker Detention Center 7100 Old Alice Road Olmito Texas 78575

Ruben M. Torres Detention Center 1145 E. Harrison St. Brownsville Tx. 78520

Cameron County Jail (O.C.J.) 954 E. Harrison St. Brownsville Tx. 78520

Ruben M. Torres Detention Center Delivers to Cameron County Jail (O.C.J.)

2.- Please change the following information:

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f) Company's policy on press and media relations. It shall be understood by, by the successful proposer, that any press or media releases involving the Jails/Detention Centers or the food services contract must first be coordinated with the Cameron County Sheriff, the ~~Executive Chief~~ Jail Commander for Jails, or the County's Public Information Officer

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(a) A Licensed and Registered Dietitian (in the State of Texas) shall certify the inmate menu in the proposal with a signed nutritional compliance statement for the age and sex of the population. A copy of the dietitian's ADA registration card shall be submitted with the proposal as well as a copy of the License and Registration Certificate (State of Texas). A copy of these menus shall be on file in the office of the ~~Chief Deputy~~ Jail Commander for County Jails/Detention. All meals served must be from the dietician's pre-approved menus. Failure to do so shall result in the rejection of the proposals

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b) The vendor will include a description of the qualifications of the Food Service Director they plan to place in facilities. The Food Service Director must be Serv Safe Certified and a copy of the Certification must be provided to the County prior to start-up. The Food Service Manager must be trained, experienced and knowledgeable of food services in a jail facility. This Director shall be subject to review by the ~~Chief Deputy~~ Jail Commander for County Jails / Detention. Resumes, including correctional experience, are to be included with proposals. Interviews with proposed managers may be required by Cameron County prior to award.

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3. Negotiate, in good faith, a plan with a successor to determine the nature and extent of the phase-in, phase-out services required. The plan shall specify a date for work described in the plan and shall be subject to the approval of the ~~Executive Chief Deputy Jail~~ Commander of Jail Facilities. The current vendor shall provide sufficient experienced personnel during the phase-in, phase-out period to ensure that the services called for in the contract are maintained at the required level of proficiency.

Note:

This addendum is issued for the purpose of answering request for clarifications submitted by participants. This addendum shall become part of the RFP and all RESPONDERS/PARTICIPANTS shall be bound by its content. All aspects of the scope of work/services not covered herein shall remain the same.

Company Name _____ Phone # _____

Vendor Signature _____ Date _____

Must include and return with RFP package