



WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

JENNIFER BERTINO-TARRANT
WILL COUNTY EXECUTIVE

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County Office Building
302 N. Chicago Street
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River Valley Detention Center Food Service Bid

Addendum #2
May 10, 2023

We received the following Questions regarding the bid listed above:

Question #1: Will the county consider posting an addendum prior to May 8th for questions submitted earlier than May 3rd?

Answer#1: The County is not willing to alter the schedule set in the original solicitation.

Question #2: Please provide copies of billing invoices from the past three months.

Answer#2: Please see attachment- Billing Invoices

Question #3: Please provide copies of meal count sheets from the past three months that show the numbers served for each of the various types of meals served such as regular meals, special diets, sack lunches, staff meals, etc

Answer#3: Please see attachment- Meals/Snacks Served Logbook

Question #4: Please provide a copy of the current contract and any addendums.

Answer#4: Please see attached- Emergency Food Bid Agreement

Question #5: Is there a loading dock or is a truck with liftgate needed for product deliveries?

Answer#5: There is a raised loading dock off the kitchen at the back of the building, but there are no lift gates. Please keep in mind that our parking lot does not accommodate large semi-trucks. Special arrangements may need to be made with the delivery services for smaller trucks.

Question #6: What are the approved hours for product and supply deliveries to the facility?

Answer#6: The vendor will be responsible for both setting the times for and receiving food deliveries. RVDC staff will not bring in food deliveries. Also, be advised that we do not have mail



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services on weekends or Holidays. There are 14 County holidays that the front office will be closed.

Question #7: If you require the use of disposable service wares (Styrofoam, etc.) please indicate where these are needed and the number of those instances on average per day.

Answer#7: The number of disposable service wares varies throughout the week/month. Currently, they are only used when a resident is on a suicide watch. Suicide watch will last approximately 24-48 hours per resident.

Question #8: Please provide your specific daily caloric requirements.

Answer#8: Our current menus are provided by our existing vendor and follow the USDA Program. Please see the link below for the USDA Meal Pattern.

<https://www.isbe.net/Pages/Nutrition-Standards.aspx>

Question #9: Do you have hot/cold menu preference? For example, Cold B, Hot L, Hot D? Or do you prefer all meals to be hot?

Answer#9: Both hot/cold menus are available, but we do ask for at least two hot meals a day.

Question #10: Please provide a copy of the current cycle menus in place for juveniles.

Answer#10: Our current menus are provided by our existing vendor and follow the USDA Program. Please see the link below for the USDA Meal Pattern.

<https://www.isbe.net/Pages/Nutrition-Standards.aspx>

Question #11: What is the calorie level of the current juvenile menu?

Answer#11: Our current menus are provided by our existing vendor and follow the USDA Program. Please see the link below for the USDA Meal Pattern.

<https://www.isbe.net/Pages/Nutrition-Standards.aspx>



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Question #12: How many juveniles are on special diets and what types of diets are they on?

Answer#12: Special diets vary daily and monthly. Examples are, but limited to, diabetic, non-dairy, vegetarian, allergies, or kosher.

Question #13: Do you require a certified kosher menu?

Answer#13: We follow religious diets as requested; a kosher diet could be requested.

Question #14: Are condiments for the meals served in bulk or packets?

Answer#14: Packets

Question #15: How many sack lunches are required daily? Please provide your sack lunch requirements.

Answer#15: We provide sack lunches for residents that have out of county court. This number will vary daily, it could be as low as zero up to 4-5 in a week. There are times if a new intake comes in and is hungry, we will provide a pre-made sack lunch for them.

Question #16: Please provide the current sack lunch menu.

Answer#16: The sack lunch consists of two sandwiches, 2oz meat and 1oz cheese, fruit veggie, cookie, and milk. It needs to meet all components to be reimbursable by ISBE.

Question #17: Do the juveniles assist with any cooking or cleaning?

Answer#17: Juveniles are not allowed in the kitchen area.

Question #18: Is there currently a program in place that provides the ability for juveniles to order fresh foods from the kitchen and pay for those foods with their commissary account?

If so, please provide information on this program for the following:

- A. Approved menus and prices
- B. Service schedules (when inmates order-when they are delivered)
- C. Who delivers the completed orders?
- D. What is the average weekly sales volume in dollars?



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- E. What is the current commission rate?
- F. Are there any restrictions or limits for purchases?
- G. Does the program allow for family and friends to also order items on the menu via phone or internet? If not is this something the facility would approve of?
- H. How many juveniles on average are eligible to participate in this program on any given week?

Answer#18: We do not have fresh food program for the residents to order food from.

Question #19: Can you clarify the annual CPI statements, and which are applicable? I wanted to confirm if annual increases are capped at 5%.

Page 7 indicates; compensation to the Contractor for succeeding years will be based on the prior fiscal year (May - April) average of the Consumer Price Index all urban consumers (CPI-U), U.S. City average, Food Away From Home Index, published by U.S. Department of Labor and Adjusted for facilities, equipment, utilities and personnel furnished by the County.

Page 43, Section 16.9 indicates an annual 5 % cap; Adjustment of all individuals per meal fixed rates and applicable fees in subsequent Contract Terms must not exceed up to 5% of the prior fiscal year (May – April) average of the Consumer Price Index for Urban Consumers – Food Away From Home.

Answer#19: Yes, per our contract our CPI rate is capped at 5% and is based on the prior fiscal year (May - April) average of the Consumer Price Index all urban consumers (CPI-U), U.S. City average, Food Away From Home Index.

Question #20: Section 2.12 of RFP states: " The meal rates and fees bid must be calculated based on the menu(s) in Exhibit B". Exhibit B list only one snack daily.

Section 5.2 lists both after-school snacks (5.2.3) and an evening snack (5.2.6) and Page 56 of the bid indicated ** This figure includes 2 snacks per day

Question: Are we adding a snack to the menu in Exhibit B? Are there any specific requirement of request for the second snack?



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Answer#20: The residents receive two snacks, one in the early afternoon and one in the evening. The evening snack meets the reimbursable components, a juice and snack. We request for the early afternoon snack a healthy snack, but there are no actual requirements for this snack.

Question #21: Section 2.12. of the IFB provides that pricing for renewal periods will be adjusted based on the prior year's May – April average of CPI. However, Section 16.9 of the IFB provides that pricing for renewal periods will not exceed 5% of the prior fiscal year average of the CPI FAFH. Can the County please confirm its intention for how pricing will be adjusted for any renewal periods.

Answer#21: 16.9 is accurate. The County will not exceed 5% CPI of the prior fiscal year.

Question #22: Section 2.32 of the IFB and Section 17.13 of the IFB both outline the specific indemnification obligations for the FSMC. These sections provide different obligations. As such, can the County please confirm its intention for the specific indemnification obligations of the FSMC.

Answer#22: Please utilize section 2.32 and disregard section 17.13 for indemnification purposes moving forward.