

## ADDENDA 1

### FOOD SERVICE FOR TROUP COUNTY JAIL AND TROUP COUNTY JAIL ANNEX

***We have scheduled a walk-through of the facility on Thursday, February 23, 2023 at 3:00 p.m. The address of the Sheriff's Office is 130 Sam Walker Drive, LaGrange, GA 30241***

1. What has been your highest Adult Detainee Population (ADP) for the last 12 months and your Lowest ADP in the last 12 months?

615 was our highest population during COVID.  
Has been our lowest population.

539 has been our lowest head count in the past 12 months.

2. How many staff/officers/employees total are at the jail?

59 employees in the jail division.

3. What kitchen equipment does the county have in the Jail? Is it all in working order?

See the attached list of equipment.  
We are in the process of purchasing a new dishwasher.

4. How many inmate kitchen workers does the jail currently have assigned to the kitchen;

10-14 Inmate workers

1. How many shifts?

One shift

2. With the double inmate worker meals are they a full tray or are they just the protein portion?

Full Tray

3. Do they receive a double portion/protein at every meal or at which meal?

All meals

4. Please list what duties kitchen inmate workers can do; cook, clean, unload trucks, food prep, etc.

All duties

5. What time does the kitchen open in the morning and close in the evening?

Opens at 0400 – Closing varies

6. What are the meal-times for breakfast, lunch and dinner?

0700 hot meal      1100 hot meal      1600 sandwiches

7. What time are dinner trays returned to the kitchen?

Around 1300

8. What is the current schedule of the food service employees?

They set their schedule.

9. Are contractors allowed to utilize textured vegetable protein products (soy filler product) on their menus?

The current provider does not.

1. If yes, what percentage is allowable?

10. Can you please provide us with a copy of the current inmate menus?

4 weeks of menus are attached. The lunch and dinner menu is swapped in our facility.

11. Can you please provide the current meal rate/scale being charged by current vendor?

See Attached

12. Can you please provide the last 3 months of all billing invoices?

The last 12 invoices received attached.

13. Can you please provide a copy of the current food service contract along with amendments including price adjustments throughout the term of the contract?

The contract is attached along with a price increase sheet for December 2020.

14. Can you confirm there is secure internet access in the kitchen office available for contractor use?

Yes, it is available.

15. Can you please provide the total number of kosher and halal meals currently being provided?

One kosher.

1. Do you currently provide pre-packaged meals?

When served, they are pre-packaged.

2. If not, what are they being served?

3. Do you currently serve a common fare menu?

Yes

1. Is the Jail ok with an approved common fare menu?

Yes

4. Please supply a daily break down of how many diets and of each type are currently served? (Diabetic, Low Sodium, etc.)

It varies from day to day.

16. Do you currently have a fresh meals program where inmates can purchase items for themselves? Or families can purchase online for inmates?

No

If yes, can you please elaborate on all programs in place (excluding commissary)?

1. Please provide the sales earned by month for the last 3 months; for in-house and online.

2. Please also provide the commission rate and commissions received 2020 and YTD 2021.

17. What is currently being used for an inmate eating utensil and cups?

Styrofoam Cups and Plastic Sporks

18. Who is providing this utensil and cup?

Troup County Provides Cups, Kitchen Provides Sporks

19. Can you please provide the number of diabetic and pregnancy snacks currently being provided daily?

Currently 8 diabetic and 1 pregnant

20. How long has the current food service vendor provided service for the Troup County, GA?

Since 2019

21. Is there a preference to which meal is served cold?

No

22. Can you provide a distribution list for documents?

No, all documents are available on the Troup County website as well as being posted on the Georgia Procurement Registry.