



**Board of County
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Addendum 2 - Issued June 25, 2014

Regarding Bids for **Food Service (ITB 14-009P)** for Lucas County Juvenile Detention Center, Youth Treatment Center and Re-Entry Treatment Center, bid opening scheduled for July 1, 2014 at 2:00 P.M. (local time).

This document becomes a fully incorporated part of the specifications, and this letter constitutes legal notice of this requirement.

The entire original Bid Packet including this addendum must be submitted prior to the Bid Opening Date and Time.

Please see the following Questions/Answers & Food Menu:

Lucas County Juvenile Court
Food Service Management Pre-Bid Meeting
June 24, 2014

Q: What is your average population?

A: Population varies at each facility. Detention averages about 36 and YTC is averaging about 30 with a maximum of 44.

Q: Do you have any programs at night that would require additional meals for youth.

A: We also provide approx. 10 bagged lunches for our RTC/CTC program which is added into the Detention count for dinner.

Q: Who is your current vendor?

A: Aramark

Q: Can we get a current copy of your menu?

A: See attached sample.

Q: Do you participate in USDA School Lunch Program?

A: Yes we receive reimbursement for breakfast, lunch and snack?

Q: What about staff meals? Are they billed at the same rate?

A: Yes if staff requests meals they would be billed at the same rate; however the majority of the staff does not eat the meals.

Q: What is your current budget or how much are you currently spending?

A: This varies on population but a rough average would be around \$5,000/week

Q: Do you require special diets for medical and religious reasons?

A: Yes - usually for medical purposes (allergies) and all medical special diets requests are verified by our medical clinic. Special meals for religious reasons are rare.

Q: Do you have any pork restrictions?

A: No, as long as it meets the USDA regulations; however current vendor uses turkey as a substitute.

Q: Do you require a 21 day menu sample with the bid?

A: Yes

Q: Is the Vendor responsible for the delivery of the meals?

A: Vendor is responsible for delivery of meals to the Youth Treatment Center (YTC). Meals should be delivered in pans (family style) and packaged for 4 units at YTC. YTC would deliver the meals to the actual unit. For Detention (JDC) the meals would be trayed up by the vendor and brought from the basement kitchen to the 2nd and 3rd floors of the Detention Center. The Detention staff would then distribute the trays to the individual units.

Q: What are your serving times?

A: Both JDC and YTC serving times are approximately 7:00a, 11:30a and 5:00p

Q: Are we responsible for trash removal?

A: The vendor would be responsible for removing trash from the kitchen to the designated dumpster. The expense and emptying of the dumpster is the responsibility of the county.

Q: The Standards on Page 56 - are those the standards we are to follow?

A: Yes – these are the standards that have been set by the USDA for the school reimbursement programs. Please note that changes to the standards were rolled out at different times and new requirements are taking effect July 1, 2014.

Q: Since you participate in the School Lunch Program do you also participate in the Commodity Ordering?

A: Yes we do.

Q: Are you unionized?

A: No

Q: Are we bidding for food and our labor costs?

A: Yes – we do not have “trustees” that help with delivery or food prep. No youth are involved with the kitchen.

Q: Will you allow for an off-site kitchen?

A: No – our kitchen facilities must be used for meal preparation.

Q: Parking

A: We do not have parking available for delivery vans or employees. Vendor would be responsible for any costs for utilizing available street parking or any private lots.

Q: Do you have hot or cold breakfasts now?

A: We currently have cold breakfasts and hot lunch and dinners.

Q: Do you accredited by ACA Standards?

A: YTC is accredited by ACA and all their standards must be met.

Q: Do you provide the food service license? Is it in your name?

A: Yes - the food service license from the Toledo Lucas County Health Dept is in our name and we pay for it. Any other licenses needed by the vendor to conduct their business is the responsibility of the vendor.

Walked through the Receiving Area. Showed potential vendors the access for food deliveries.
No Questions asked.

Walk through of Kitchen Facilities

Q: Who owns the equipment?

A: The large equipment is owned by the county and we maintain the service agreements.

Q: Do you own or will you provide the trays, cups and utensils?

A: YTC – since they are family style they have their own dishes, cups and utensils. They do not get sent back and forth. Detention – vendor responsible for providing expendable trays, cups and utensils.

Q: How large are your coolers?

A: Approx 12 x 10

Q: How many snacks are required?

A: We have an afternoon snack and an evening snack. Only the afternoon snack is reimbursable.

Q: What happens with leftover food?

A: In Detention leftover food and drinks are returned to the kitchen for disposal. At YTC they will rinse (not sanitize) pans of food remains before they are returned.

Questions submitted after Pre-bid Meeting

Q: Please confirm that the vendors proposed menu is to be no less than 3400 calories and meet all NSLP mandates for July 1, 2014 program.

A: Yes menus must be no less than 3400 calories and meet all NSLP mandates for July 1, 2014.

Q: Please confirm that the YTC facility is ACA certified and that the proposed menu needs to also meet the standards of ACA.

A: Yes YTC is ACA certified and the proposed menu needs to meet all ACA standards.

Q: Please confirm that the County is requiring two snacks, seven days a week for the residents, and that one of those two snacks needs to meet the NSLP after school snack reimbursement standards.

A: Yes we are requiring two snacks - seven days a week. One of the two snacks must meet NSLP after school reimbursement standards.

Q: Will the County entertain alternate proposals that are for delivered meals from an external source outside the County kitchen for both JDC & TYC that are not prepared at JDC?

A: No we will not. Vendor must utilize the Juvenile Detention Center Kitchen for all meal preparation.

Q: Page #7 (Table) Item #1 – states that the Bidder is accountable for Expendable Equipment and that Trays are included in the cost responsibility – Can you confirm that this is correct?

A: Yes this is correct – the Bidder would be responsible for the costs of expendable equipment and trays.

Q: Is 100% soy protein (no meat) in casseroles for both NSLP and Dinner meals an acceptable option for bidders menus?

A: No. Menus should contain meat and not 100% soy products.

Q: Can the County provide the past 6 months Average Daily or Average Monthly Population at both the JDC & TYC locations please? (Jan-Jun 2014)

A: We run our ADP on a quarterly basis. 2014 2nd Quarter is not complete yet.

Annual ADP 2013 - Detention was 36.6 and YTC was 31.08.

For 2013 4th Quarter (Oct – Dec) – Detention was 32.4 and YTC was 26.

For 2014 1st Quarter (Jan – Mar) Detention was 18.5 and YTC was 22.

