

INVITATION TO BID
DRCI-14-1052
Inmate Food and Sundry Packaging Qualification
Application Process

ADDENDUM #1

Issued on January 9, 2014

This Addendum is issued to add information to the Inmate Vendor Package Program Application process on pages 10 and 12 of the original ITB. All other terms and conditions and specifications remain the same. The changed information in this Addendum supersedes any conflicting information in the referenced ITB originally issued on December 24, 2013.

Inquiry Period Begin: December 24, 2013

Inquiry Period Ends: January 28, 2014

Opening Date & Time: January 31, 2014 at 2:00 P.M. Local Time

Opening Location: Ohio Department of Rehabilitation and Correction
770 West Broad Street
Columbus, OH 43222
Attn: Ollie Chandler,
Contract Analyst

Response to Inquiry #30398

Revised Page #10, Paragraph #9 of the Application:

Vendor, at the time this Application is submitted, shall provide a list of products or a catalog identifying items and prices (exclusive of sales tax and shipping/handling) for the ODRC to review and approve. Once approved, unless the ODRC makes an exception, no additional items can be added to the list or prices increased until the next open enrollment period occurs. In the event a reasonable product change or price increase is requested 30 days in advance of the proposed effective date, the ODRC shall require proper documentation as proof that their cost for the product has increased.

This may include copies of letters from the manufacturers; or the Consumer Price Index for Urban consumers (CPI-U at <http://www.bls.gov/news.release/cpi.nr0.htm>) for the same period of the price change. No price increase shall be effective until approved. Price decreases on the same item offered will be approved as quickly as possible. On a limited basis, the ODRC will make exceptions and add items to the catalog during the year. Special pricing is allowed, but must be less than the price listed in the catalog or on-line. Cans or glass jars are not acceptable. The list of available products must clearly identify Kosher and Halal foods. No peppers beyond the rating of mild are permitted. Special pricing or holiday catalogs may be submitted for ODRC's approval, no less than 90 days in advance of the intended effective date.

Revised Page 12, New Paragraph #25 of the Application:

ODRC DISCLAIMER The Ohio Department of Rehabilitation and Correction (ODRC) has approved this independent vendor to sell food and sundry packages that may be purchased for ODRC inmates. The packages may be purchased by either an individual inmate for his/her own use or by the public on behalf of an individual inmate. All packages purchased under this program must be sent directly to an ODRC institution by the independent vendor. ODRC is not affiliated with this vendor and does not guarantee that the vendor will fulfill any obligations, perform as expected, nor permanently remain in business, nor does ODRC guarantee the vendor's products in any way. Any purchases from this vendor are at the buyer's sole risk. ODRC assumes no liability whatsoever for such purchases, nor any aspect thereof. Any issues or disputes regarding the vendor's products are the sole responsibility of the buyer and/or the vendor, and ODRC is not obligated to mediate or resolve any such disputes. Please visit the following link to view the approval memo from the Director of ODRC (www.drc.ohio.gov/web/food_package2012.pdf).

Revised Page 12, New Paragraph #26 of the Application:

Vendor shall supply one catalog with distinct sections for the three categories: 1) Food; 2) Sundry; and 3) Exempt for packaging services.