



**OFFICE OF COUNTY PURCHASING**

December 4, 2014

**RFP 2014 - 310  
INMATE COMMISSARY SERVICES FOR THE COMAL COUNTY JAIL  
ADDENDUM NO. 2**

The following clarifications, corrections, additions, deletions, revisions, modifications and/or changes shall be made to **COMAL COUNTY RFP #2014 - 310 INMATE COMMISSARY SERVICES FOR THE COMAL COUNTY JAIL** and considered hereinafter to be part of the contract documents.

**1. A current commissary menu is attached to this RFP Addendum as a reference for products currently offered in the Jail commissary.**

**2. Remove Section 2.7.1 and replace with:**

**2.7.1** The Contractor will provide and maintain, at no additional cost to the County, all required standalone PC's with inmate-banking system that allows integration with County's financial package and JMS. The current financial package is Ableterm from Tyler Technologies and JMS is Odyssey from Tyler Technologies. Ableterm may be retired during this contract period. Contractor must include integration costs for future financial software and/or JMS as a separate line in the RFP response.

**3. Remove Section 2.7.2 and replace with:**

**2.7.2** The Contractor will provide and maintain, at no additional cost to the County, all software and equipment including: computers, scanners, modems, printers, and computer supplies for operating the commissary process. County's equipment requirement must include, but is not limited to, 2 printers, 1 computer with flat screen monitor, 1 large scanner for ordering, (i.e., pre-printed forms, order forms, computer paper/forms, ribbons, etc.) **Samples of suggested forms must be included in RFP response.**

**4. Remove Section 2.7.4 and replace with:**

**2.7.4.** The ability to produce system generated, printed reports regarding:

- 2.7.4.1. Individual inmate transactions and balances;
- 2.7.4.2. A listing of all transactions occurring over a given or specific period of time;
- 2.7.4.3. A listing of inmate balances and housing unit locations;
- 2.7.4.4. Commissary weekly/monthly sales reports;
- 2.7.4.5. Credit option for items that are missing/shorted.

**5. Remove and Replace Section 2.8 with:**

**2.8. CORRECTIONS / REPLACEMENTS / DISCREPANCIES:**

- 2.8.1. The Contractor must resolve discrepancies within twenty-four (24) hours (ex: damaged products, expired "good till" dates etc.)
- 2.8.2. The vendor shall correct, at no expense to the facility, improperly ordered or delivered commissary items and make good on damaged commissary items.



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**A signed copy of this Addendum must be included with the Bid response.**

Addendum No. 2 Acknowledged by:

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Name

Date

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Company