



OFFICE OF COUNTY MAYOR GLENN JACOBS

Procurement Division, 1000 N. Central Street, Suite 100, Knoxville, TN 37917

ADDENDUM III TO BID 3378 INMATE COMMISSARY ITEMS

ADDENDUM DATE: March 2, 2023

BUYER: Robert Mackey

ORIGINAL OPENING DATE: March 14, 2023 at 2:00 PM

This addendum is for Clarification.

Questions and Answers:

Question 1a: It looks like the Knox County Sherriff's Office manages three facilities: Roger D. Wilson Detention Facility, Knox County Work Release Center, and Knox County Jail. Will this contract provide services for all three locations?

Answer 1a: Yes we have 3 facilities. Yes the contract will be for services for all 3 of our locations. We do not separate them for commissary purposes.

Question 1b: What is the current inmate population at each location participating under this contract?

Answer 1b: Total population for all 3 facilities as of 03-01-2023 is 1286. A single population number is being provided because we run commissary out of a single location. All product is received and stored at a central location. All inmate orders are filled and delivered from this same location.

Question 1c: What was the 2022 total commissary sales for all locations?

Answer 1c: There were a total of 30,207 orders placed in 2022. Those orders led to \$1,301,183.59 in sales. This represents the total number of orders and sales for all 3 facilities due to being a single point of sale and delivery. We do not break it down by facility.

Question 1d: What was the 2022 total annual commissary sales by each location?

Answer 1d: See answer above.

Question 2a: If a bidder does not have a specific brand or size listed in 4.1 INMATE COMMISSARY ITEMS 4.1.1 SCHEDULE 1, 4.1.2 SCHEDULE 2, and 4.1.3 SCHEDULE 3 example: "Froot Loops, 1.5 oz bag", will a similar or like item and relatively similar size be acceptable?

Answer 2a: Yes

Question 2b.i: Please clarify, if a brand name is specified, may a bidder bid an alternative brand as long as it is comparable in quality and functional capabilities as the brand that is specified?

Answer 2b.i: Yes. Alternative items will be considered.

Question 2b.ii: If alternative brands are permitted where a brand name is specified, where on the Pricing Sheet should the alternative brand be listed? Will the Pricing Sheet be amended?

Answer 2b.ii: Pricing Sheet is revised and attached.

Question 2b.iii: In Addendum II, Answer to Question 3, the County states that "Vendors can bid alternate items, if permissible by the terms of the bid. And we may consider adding those items to our commissary menu." As noted above, Section 3.7 provides that references to specific brand names are not intended to exclude bidders from bidding alternative brand names. Should we interpret that to mean that whenever a specific brand is specified, that the terms of the bid allows for alternative brand to be bid?

Answer 2b.iii: Yes

Question 2b.iv: What is meant by “an approved equal” in Section 4.1?

Answer 2b.iv: See Section 3.7.

Question 2c: To make this procurement fair and ensure that the county receives competitive (and not monopolistic) pricing, will the county please confirm that an alternative brand and size may be bid for the following items?

Answer 2c: Alternate items will be considered.

Question 3a: To ensure the County obtains the best value, will the County amend the Pricing Sheet in SECTION VI, 6.1 PRICING to include a column for cost per ounce?

Answer 3a: Revised Pricing Sheet is attached.

Question 4a: Based on the County’s response to Question 4 in Addendum II, it appears that an all-or- none contract award or a schedule basis award could not be made if bidders are permitted to “no bid” items they do not have. Please confirm that this contract will be awarded on a line item basis.

Answer 4a: Per Section 1.5, Knox County “reserves the right to award this bid on an all-or-none basis, line-item basis, or schedule basis. Knox County also reserves the right to not award this bid.”

Question 4b: If the County still reserves the right to award this bid on an all-or-none or schedule basis, please describe the scoring methodology to be used to select the bidder. For example, what formula will be used to determined the lowest cost bidder?

Answer 4b: This will be determined based on the submitted responses.

This addendum modifies **SECTION VI PRICING** (pp. 16 – 18) to add a column for **“ALTERNATE PRODUCT (BRAND).”**

See attached

End of Addendum.



Robert Mackey, Buyer

Bidders must complete the Pricing Sheet and return with their bid. If submitting electronically, bidders must attach the Pricing with their response. Bidders may include additional sheets if needed.

6.1 PRICING

6.1.1 SCHEDULE 1							
ITEM	SIZE	PACKAGE	NAME BRAND	ALTERNATE PRODUCT (BRAND)	COST \$	SIZE	PACKAGE
FROOT LOOPS	1.5 OZ BAG	50 case	Kelloggs				
CHEESE PUFFS	1.5 OZ BAG	42 case	NBS				
SQUEEZE PEANUT BUTTER	SINGLE SERVE	400 case	NBS				
SQUEEZE P B/JELLY COMBO	1 OZ	Varies	Sqeezum				
MAYONNAISE	SINGLE SERVE	600 case	NBS				
MUSTARD	SINGLE SERVE	600 case	NBS				
NATURAL POPCORN BAG	.34 OZ, 144/CASE	144 case	Pop Weaver				
CARAMEL POPCORN	3.53 OZ BAG	60 case	Moon Lodge				
PRETZELS	1.5 OZ BAG	60 case	Snyder's				
PORK RINDS HOT	4 OZ BAG	60 case	NBS				
SOUR CREAM	6 OZ BAG	16 case	Moon Lodge				
WHOLE SHABANG	6 OZ BAG	16 case	Moon Lodge				
HOT HOT BBQ	6 OZ BAG	16 case	Moon Lodge				
BUFFALO BLUE CHEESE	6 OZ BAG	16 case	Moon Lodge				
MINGLES SNACK MIX	1.75 OZ BAG	12 case	General Mills				
CHEESE AND CRACKERS	1.35 OZ	12 case	Ritz				
TOASTED PEANUT BUTTER	1.38 OZ PACK	12 case	Austin				
CHEESE ON WHEAT	1.35 OZ	12 case	Lance				
RITZ CRACKERS	3.4 OZ BOX	12 case	Nabisco				
HOT PEANUTS	1.75 BAG	60 case	Nabisco				
TOASTED PEANUTS	1.75 BAG	60 case	Nabisco				
SUGAR FREE STRAWBERRY WAFERS	2.75 PACK	48 case	Zippy				
CORN FLAKE CANDY CHEWY	2.5 OZ	48 case	Old School				
CORN NUTS BBQ	1.4 OZ BAG	144 case	Old School				
CORN NUTS RANCH	1.4 OZ BAG	144 case	Old School				

VENDOR _____

ITEM	SIZE	PACKAGE	NAME BRAND	ALTERNATE PRODUCT (BRAND)	COST \$	SIZE	PACKAGE
CHEESE SQUEEZE JALEPENO	2 OZ PACK	180 case	Cactus Annies				
CHEESE SQUEEZE SHARP CHEDDAR	2 OZ PACK	180 case	Cactus Annies				
CHEESE BLOCK SHARP CHEDDAR	4 OZ BLOCK	48 case	City Cow				
CHEESE BLOCK HOT PEPPER	4 OZ BLOCK	48 case	City Cow				
BEEF JERKY PEPPERED	0.9 OZ BAG	48 case	Jack Links				
BEEF JERKY ORIGINAL	0.9 OZ BAG	48 case	Jack Links				
BEEF JERKY SRIRACHA	0.9 OZ BAG	48 case	Jack Links				
BEEF SUMMER SAUSAGE ORIGINAL	3 OZ	24 case	O Briens				
SPAM SINGLE POUCH	2.6 OZ PACK	24 case	Hormel				
TUNA LUNCH TO GO	2.6 OZ PACK	12 case	Starkist				
CHICKEN BREAST	4.5 OZ PACK	24 case	Brushy Creek				
FLOUR TORTILLAS PLAIN	6 COUNT, 8 OZ	48 case	NBS				
SUNFLOWER KERNELS	1/4 CUP BAG	60 case	NBS				
DILL PICKLE MILD	1 OZ SINGLE PICKLE	24 case	Titos				
DILL PICKLE KOSHER	1 OZ SINGLE PICKLE	24 case	Titos				
CHEDDAR CHEESE NOODLES	2.75 OZ CUP	60 case	NBS				
CHICKEN FLAVOR NOODLES	2.75 OZ CUP	60 case	NBS				
BEEF NOODLES	2.75 OZ CUP	60 case	NBS				
JALEPENO CHEDDAR NOODLES	2.75 OZ CUP	60 case	NBS				
CAJUN CHICKEN NOODLES	2.75 OZ CUP	60 case	NBS				
CAJUN SHRIMP NOODLES	2.75 OZ CUP	60 case	NBS				
HOT AND SPICEY BEEF NOODLES	2.75 OZ CUP	60 case	NBS				
CHOCOLATE CHIP COOKIES	2.75 OZ CUP PACK OF TWO	60 case	Zippy				
DUPLEX COOKIES	13 OZ BAG	12 case	Lil Dutch Maid				
CHOCOLATE CREAM COOKIES	13 OZ BAG	12 case	Lil Dutch Maid				

VENDOR _____

ITEM	SIZE	PACKAGE	NAME BRAND	ALTERNATE PRODUCT (BRAND)	COST \$	SIZE	PACKAGE
STRAWBERRY CREAM COOKIES	13 OZ BAG	12 case	Lil Dutch Maid				
PEANUT BUTTER CREAMS	13 OZ BAG	12 case	Lil Dutch Maid				
GRANOLA BAR OATS AND HONEY	0.84 OZ BAR	96 case	NBS				
GRANOLA BAR CHOCOLATE CHIP	0.84 OZ BAR	96 case	Quaker				
POP TART STRAWBERRY	3.67 OZ PACK OF TWO	72 case	Kelloggs				
OREO COOKIE	2.4 OZ PACK OF SIX	120 case	NBS				
BROWNIE FUDGE NUT	3 OZ	48 case	NBS				
BEAR CLAW	5 OZ	36 case	Zippy				
HONEY BUN ICED	6 OZ	48 case	Mrs Freshleys				
ICED CINNAMON ROLL	4 OZ	32 case	Zippy				
NUTTY BAR	2 OZ	12 box	Little Debbie				
OATMEAL CAKES	2.65 OZ	12 box	Little Debbie				
CINNAMON CAKES	4 OZ	24 box	Otis Spunkmeyer				
MARBLE CAKES	3.5 OZ	24 box	Otis Spunkmeyer				
LEMON CAKES	4 OZ	24 box	Otis Spunkmeyer				
3 MUSKETEERS	1.92 OZ BAR	36 box	NBS				
ALMOND JOY	1.61 OZ BAR	36 box	NBS				
BUTTERFINGER	1.9 OZ BAR	36 box	NBS				
BABY RUTH	2.1 OZ BAR	24 box	NBS				
HERSHEYS ALMOND	1.45 OZ BAR	36 box	NBS				
HERSHEYS PLAIN	1.55 OZ BAR	36 box	NBS				
HERSHEYS COOKIE AND CREAM	1.55 OZ BAR	36 box	NBS				
SNICKER ALMOND	1.76 OZ BAR	24 box	NBS				
MILKY WAY	1.84 OZ BAR	36 box	NBS				
M & M PLAIN	1.69 OZ BAG	48 box	NBS				
M & M PEANUT BUTTER	1.63 OZ BAG	24 box	NBS				

VENDOR _____

ITEM	SIZE	PACKAGE	NAME BRAND	ALTERNATE PRODUCT (BRAND)	COST \$	SIZE	PACKAGE
M & M PEANUT	1.74 OZ BAG	24 box	NBS				
NUTRAGEOUS	1.66 OZ BAR	24 box	NBS				
PAYDAY	1.85 OZ BAR	24 box	NBS				
REESES CUP	1.5 OZ PACK	36 box	NBS				
SKITTLES TROPICAL FRUIT PACK	1.86 OZ	36 box	NBS				
SNICKER	1.86 OZ BAR	48 box	NBS				
STARBURST	2.07 OZ PACK	36 box	NBS				
TWIX	1.79 OZ PACK	36 box	NBS				
ZERO	1.85 OZ BAR	24 box	NBS				
ALL STARS	3.75 OZ BAG	48 box	NBS				
SOUR FRUIT BALLS	4.25 OZ BAG	48 case	Gracey's				
ATOMIC FIIREBALLS	3.0 OZ BAG	48 case	Digby's				
BIT O HONEY	2.75 OZ BAG	48 case	Digby's				
BUTTERSCOTCH DISK	4.25 OZ BAG	48 case	Digby's				
CARAMEL CREAMS	3.25 OZ BAG	48 case	Digby's				
CINN BUTTON DISK	3.25 OZ BAG	48 case	Digby's				
JELLYBEANS	4.5 OZ BAG	48 case	Digby's				
JOLLY RANCHERS ASSORTED BITE SIZE	3.7 OZ BAG	48 case	Hershey				
LEMON DROPS	4 OZ BAG	48 case	Gracey's				
STARLIGHT MINTS	3.75 OZ BAG	48 case	Digby's				
NOW AND LATER WILD BAR	2.75 OZ BAR	144 case	NBS				
TWIZZLER STRAWBERRY	5 OZ BAG	60 case	Hershey				
AIR HEADS GREEN APPLE	.55 OZ BAR	36 case	NBS				
TOOTSIE ROLL POPS	.60 OZ	1000 box	NBS				
TOOTSIE ROLL POPS	10.125 OZ	24 box	NBS				
COFFEE	4 OZ BAG	1000 case	Maxwell House				
LIQUID CREAMER	.38 OZ	Varies	Coffeemate				
HOT CHOCOLATE	SINGLE SERVE	96 case	NBS				
HOT CHOCOLATE SINGLE SERVE SUGAR FREE	SINGLE SERVE	96 case	NBS				

VENDOR _____

ITEM	SIZE	PACKAGE	NAME BRAND	ALTERNATE PRODUCT (BRAND)	COST \$	SIZE	PACKAGE
TEA BAG INDIVIDUAL WRAPPED	INDIVIDUAL WRAPPED	1152 case	NBS				
TEA BAG DECAF INDIVIDUAL WRAPPED	INDIVIDUAL WRAPPED	432 case	NBS				
TEA BAG CINNAMON INDIVIDUAL WRAPPED	INDIVIDUAL WRAPPED	168 case	NBS				
ASSORTED TEA BAGS	SINGLES	108 case	NBS				
ARTIFICIAL SWEETNER	SINGLES	1200 case	Sweet and Low				
LEMONADE	SINGLES, 6 ct	120 pack	Crystal Light				
RASBERRY	SINGLES, 6 ct	120 pack	Crystal Light				
GRAPE SINGLES	SINGLES	300 case	CRUSH				
ORANGE SINGLES	SINGLES	300 case	CRUSH				
HAWAIIAN PUNCH SINGLES	SINGLES	300 case	NBS				
RANCH DRESSING	SINGLES, 1.5 OZ	84 case	Hidden Valley				
PEPSI OR EQUAL	20 OZ	24 case	Pepsi				
DIET PEPSI OR EQUAL	20 OZ	24 case	Pepsi				
MOUNTAIN DEW OR EQUAL	20 OZ	24 case	Pepsi				
DIET MOUNTAIN DEW OR EQUAL	20 OZ	24 case	Pepsi				
ORANGE CRUSH OR EQUAL	20 OZ	24 case	Pepsi				
AQUAFINA WATER OR EQUAL	20 OZ	24 case	Pepsi				
POP TARTS BROWN SUGAR CINNAMON SINGLE PACKS	SINGLE PACKS OF 6 TO BOX	6 box	Kellogg's				
GUMMI BEARS	40 OZ BAG	48 case	NBS				
RICE KRISPIE TREATS	1.3 OZ	80 case	NBS				
RAMEN NOODLES ALL FLAVORS	8 OZ. SERVINGS DISPOSABLE CUPS	Case varies	MARUCHAN				
DORITOS	1.75 OZ BAG	12 case	DORITO BRAND				

6.1.2 SCHEDULE 2							
ITEM	SIZE	PACKAGE	NAME BRAND	ALTERNATE PRODUCT (BRAND)	COST \$	SIZE	PACKAGE
CHEWABLE ANTACID ASST FRUIT	3 PK	12 pack	TUMS				
CHERRY COUGH DROPS	9 COUNT	20 case	NBS				
MENTHOL COUGH DROPS STICK	9 COUNT	20 case	NBS				
LIP BALM	N/A	Case varies	CHAPSTICK				
TUMBLER 16 OZ CLEAR STADIUM CUP	16 OZ C	Case varies	NBS				

6.1.3 SCHEDULE 3							
ITEM	SIZE	PACKAGE	NAME BRAND	ALTERNATE PRODUCT (BRAND)	COST \$	SIZE	PACKAGE
STEREO EAR BUDS FOR RADIOS	MUST HAVE STRAIGHT 3.5 MM PLUG, ALL PLASTIC DESIGN WITH NO METAL	each	NBS				
STEREO HEADPHONES	MUST HAVE STRAIGHT 3.5 MM PLUG, ALL PLASTIC DESIGN WITH NO METAL	each	Koss				
INMATE RADIOS	CLEAR WITH NO METAL	each	NBS				
INMATE RADIOS - SOLAR	CLEAR WITH NO METAL	each	NBS				
AA BATTERIES*	SINGLE BY BULK	Varies	NBS				
AAA BATERIES*	SINGLE BY BULK	Varies	NBS				
AA BATTERIES*	DOUBLE PACK (Different brand than bulk single)	Varies	NBS				
AAA BATTERIES*	DOUBLE PACK (Different brand than bulk single)	Varies	NBS				

*Single batteries must be a different name brand than the double pack batteries.
NBS = No Brand Specified