RFP#2026-002 INMATE FOOD SERVICES

ADDENDUM 1

Return to:	Lumpkin County Board of Commissioners Ryan McDuffie, Purchasing Agent 99 Courthouse Hill, Suite D Dahlonega, GA 30533
Bid Closing Date:	November 12, 2026 at 2:00 PM, EST
Bid Issue Date:	October 14, 2026
Addendum Issue Date:	November 3, 2026 at 5:00 PM, EST
Pages:	5
By:	Ryan McDuffie, Purchasing Agent

Vendor Name: _____

(A copy must be attached to the Addenda Acknowledgement)

1. **Experience Requirements:** Does Lumpkin County require previous correctional facility food-service experience, or will comparable large-volume catering and institutional meal preparation experience be considered?
   a. All experience will be considered.
2. **Subcontracting Opportunities:** If a company does not meet all qualifications to serve as the primary contractor, would Lumpkin County permit participation as a subcontractor or through an approved partnership?
   a. No preference.
3. **Pre-Proposal Conference:** Could you please confirm the details of the October 29, 2026, pre-proposal meeting and whether attendance is mandatory?
   a. October 29, 2026 11:00am and attendance is not mandatory.
4. **Bid Documentation:** Are there any additional registration requirements, certifications, or documents that Mobile Chef ATL should complete before submitting a proposal?
   a. Per RFP.
5. Can you please provide the current meal rate/scale being charged by current vendor?
   a. This can be obtained through an open records request.
6. Can you please provide the last 6 months of all billing invoices?
   a. These can be obtained through an open records request.
7. Please provide weekly amounts required and meal specifics for sack meals for work crews, court bags and any additional meals that are to be prepared beyond the cafeteria and tray feeding?

    a. Varies week to week due to court days and situations varying. Averages 10-15 daily.
8. Can you please provide us with a copy of the current inmate menus?
    a. No menus will be provided. Current menu follows Georgia state guidelines and falls in the required dietary requirements. Currently inmates are being fed an average of 2400-2800cal a day.
9. Can you please provide the total number of kosher and halal meals currently being provided?
    a. None at this time. Approximately, 10 a year.
10. Do you currently provide pre-packaged meals? If so, can vendor charge separately? What is the current price for these meals?
    a. No prepackaged meals are served.
11. Do you currently serve a common fare menu?
    a. Menu is pork free at all times; vegan is provided when required.
12. Is the County ok with an approved common fare menu?
    a. Yes.
13. Please supply a daily break down of how many diets and of each type are currently served? (Diabetic, Low Sodium, etc.)
    a. As of 11/3/2026- Diabetic-4 , Heart healthy- 11. Allergies- 6, Double- 1, Vegetarian- 1, Nighttime-2, AM snack-1, PM snack-4
14. Are any inmates in the facility including kitchen trustees receiving special meals or double portions as an incentive? If so, please elaborate.
    a. Trustees receive double portion meals.
15. Can contractor charge for the extra portions?
    a. Yes.
16. What is currently being used for an inmate eating utensil and cups?
    a. Inmates receive a Spork and 10oz cup at intake.
17. Who is providing this utensil and cup?
    a. These are provided by the facility.
18. Are bidders permitted to take exception to any provision of the RFP?
    a. All will be taken into consideration.
19. Equipment inventory and availability at startup; Please provide a current inventory of kitchen, storage, food-holding, warewashing, and meal-delivery equipment that will be available to the successful contractor. Please include ownership, quantity, make/model, approximate age, capacity, operating condition, and known deficiencies. Identify any equipment, smallwares, trays, or carts owned or leased by the current provider that will be removed at transition. Please also identify the equipment described as “air void tables” in Section 2.4.3.
    a. See table below. This is the most information available in the time limit for the Q&A timeframe of the RFP. Most smallware and some pots are provided by contractor. All other equipment stays.
20. How many nutritional supplements such as Ensure and electrolytes beverages are currently being provided?
    a. None at this time.
21. Who provides these supplements, Medical or Food Service Contractor? If Contractor, can you please clarify if the Contractor is able to charge separately for nutritional supplements and electrolyte beverages?
    a. Food service contractor and these are charged separately.
22. Can you please provide the number of diabetic and pregnancy snacks currently being provided daily?
    a. Current count is- AM-1, PM- 4.
23. What is the current schedule of the food service employee?
    a. 4:30am- 4pm
24. Is milk required every day/ every period, or only on days when cereal is served? Please also confirm whether milk is required with special diet meals, and at which meals.
    a. Milk is only required when cereal is served. Milk is provided for pregnant inmates.

25. Other than medical diets, what special diets are currently served at the facility? Please specify whether religious diets (e.g., kosher, halal, vegetarian/vegan) are provided, and the approximate number of inmates on each special diet.
    a. As of 11/3/2026- Diabetic-4, Heart healthy- 11. Allergies- 6, Double- 1, Vegetarian- 1, Nighttime-2, AM snack-1, PM snack-4
26. Please clarify how many inmate workers will be assigned to the kitchen and how many shifts per day. If 4 inmate workers are assigned per shift (8 total), will all 8 receive double portions for all three meals each day?
    a. 3-5 work all shifts and all will receive double portions.
27. Section 2.7.2 states that inmates will be used for food preparation, meal delivery, and general sanitation and cleaning. Which specific jobs may inmate workers perform, and what restrictions apply? Please confirm whether inmate workers are permitted to cook, and whether meal delivery to housing units will be performed by inmate workers, vendor staff, or facility staff.
    a. Food is delivered by facility staff. Inmates aid in cooking mainly with food prep. They plate all meals, load trays and prepare beverages. All clean up is performed by inmates.
28. The RFP references a minimum of five years of correctional food service experience. Will the County consider a company with more than 20 years of commercial catering and high-volume food service experience but no direct correctional food service contract history? If so, may the proposer demonstrate its qualifications through comparable large-scale food service contracts, relevant certifications, and an experienced correctional food service manager or partner?
    a. All will be considered regardless of correctional food service history.
29. Appendix B contains eight blank rows for inmate meal counts and prices but does not identify the population or meal-volume ranges. Will the County provide the required eight pricing tiers and confirm whether the price should be quoted per individual meal or per inmate per day?
    a. This is intended to show the format we would like to see and is at the discretion of the vendor to provide tiers.
30. Does the County require the four-week rotating menu to be reviewed and signed by a registered dietitian at the time of proposal submission, or may the selected contractor obtain registered dietitian approval before commencing services? Is ongoing dietitian oversight required, and if so, at what frequency?
    a. Monthly menu to be reviewed and signed off by dietician that the contractor obtains. They will only need new review when changes are made.
31. Could the County provide recent average daily inmate populations, typical meal counts, and the approximate number of medical, religious, allergy-related, and other special diets currently served? If available, could the County also identify the most common special-diet categories?
    a. As of 11/3/2026 there is a current population of 130 inmates. Typical meal county varies with population around 2,600 meals a week with 250-270 double meals. Most common special diet are heart healthy and diabetic. As of 11/3/2026- Diabetic-4, Heart healthy- 11. Allergies- 6, Double- 1, Vegetarian- 1, Nighttime-2, AM snack-1, PM snack-4
32. How many inmate workers are ordinarily assigned to the kitchen, and what hours or duties are they permitted to perform? Is there a required minimum number of contractor employees or on-site supervisors per shift? Must contractor personnel be present for all three meal services?
    a. 3 to 5 inmates are assigned; they are in kitchen from 4:30am-4pm. Inmates aid in cooking mainly with food prep and set up. At least one contractor employee must be onsite during these times and present for all three meal services.
33. Will the County provide an inventory of the existing kitchen equipment, including its condition and capacity? May proposers arrange an authorized kitchen inspection if they were unable to fully evaluate the equipment during the pre-proposal conference? Under Sections 2.4.6 and 2.4.7 of RFP 2026-002, could you please clarify which equipment repairs and replacements are the financial responsibility of the contractor versus Lumpkin County?

a. See table below. This is the most information available in the time limit for the Q&A timeframe of the RFP. If chosen to be contracted food service an inspection can be arranged. All major equipment is provided by Lumpkin County and will be replaced when needed. Repairs to be performed by contractor are anything considered routine maintenance and upkeep. Dishwasher monthly maintenance and all soap is provided by contractor.

34. Must all meals be prepared entirely on-site, or may certain foods or emergency meals be prepared at an approved off-site commercial kitchen? May hot entrées be accompanied by cold side dishes, such as fresh garden salads, while satisfying the requirement for three hot meals per day?
    a. All meals to be prepared onsite. As long as approved by dietician, cold side dishes are allowed.
35. Are desserts permitted as part of the regular evening meal? Does the County have additional requirements regarding serving sizes, beverages, meal schedules, approved ingredients, or restricted food items beyond those stated in the RFP?
    a. Desserts are permitted. No additional requirements.
36. Must all required insurance policies and E-Verify documentation be fully in place when the proposal is submitted, or may the selected contractor provide certain final certificates and enrollment documentation before contract execution? What specific E-Verify proof does the County require?
    a. When submitting the RFP, a proof of insurance is acceptable and then can be updated to include Lumpkin County as a certificate holder if the vendor is awarded. The E-verify document is required as part of the RFP submission packet so it would need to be accurate at the time of submission. Completing the Federal E-verify form provided in the packet is sufficient for proof.
37. Section 1.7 identifies January 1, 2027, as the start of the initial contract term, while Section 2.8 refers to a startup date of February 1, 2019. Please confirm the intended operational commencement date and transition schedule.
    a. The current contract ends 12/31/2026 so the new contract would have an initial starting term of January 1, 2027.
38. The RFP states that invoices will be submitted weekly based on meals ordered or served, whichever is greater. What is the County's standard payment term following receipt of an approved invoice?
    a. Net 30 days.
39. Will the County accept references from comparable commercial and corporate catering clients where the proposer does not have correctional food service references?
    a. Yes.
40. Are internally prepared financial statements acceptable if supported by bank documentation, or are CPA-reviewed or audited statements required?
    a. If a public company, include a recap of the most recent audited financial report. If a private company provide a recap of the most recent internal financial statement; and a letter, on the financial institution’s letterhead, stating financial stability.
41. Could we please have a copy of the current contract?
    a. This can be obtained through an open records request.
42. Could we please have a copy of the last three months of vendor invoices?
    a. These can be obtained through an open records request.
43. How many special diets are currently being served?
    a. As of 11/3/2026- Diabetic-4, Heart healthy- 11. Allergies- 6, Double- 1, Vegetarian- 1, Nighttime-2, AM snack-1, PM snack-4
44. How many employees does the current contractor have in the kitchen?
    a. One is required during each day.
45. What are the required serving times for breakfast, lunch, and dinner?
    a. Breakfast- 6am, Lunch- 11:45am, Dinner- 3:45pm
46. How much preparation and cleanup time is generally required before and after each meal?
    a. Varies depending on inmates provided. Prep and clean up can take an hour to two hours.

47. Is the contractor permitted to stagger employee shifts, provided all three meals are prepared and served on schedule?
    a. As long as there is at least one employee on-site between 4:30am – 4pm.
48. Are there a minimum number of contractor employees required on-site at any given time?
    a. One.
49. How many inmate kitchen workers are typically available per shift?
    a. 3 to 5 inmates.

Equipment	Model	Qty
Tilt Skillet	Vulcan	1
Reach in cooler		1
Walk In Cooler		1
Walk In Freezer		1
Steamer		1
Double Oven	Vulcan	1
Food Prep Sink		1
Prep Table		4
Range 6 burner		1
Mixer	Primo	1
Rolling tray cart		1
Steamer Serving line		1
4 bay cleaning sink		1
dishwasher	auto-clor	1
Cleaning counter		1
4 compartment food tray	cooks	200+
5gal beverage containers		4
beverage cart	cooks	
rolling tray for food trays		1