



**Solicitation Information
October 3, 2016**

RFP# 7551014

TITLE: Provision of Inmate Commissary and Banking Services – Concession Contract

SUBMISSION DEADLINE: November 1, 2016 at 2:00 PM (ET)

PRE-BID/ PROPOSAL CONFERENCE: NO

Questions concerning this solicitation must be received by the Division of Purchases at gail.walsh@purchasing.ri.gov no later than **Friday, October 14, 2016 at 5:00 PM (ET)**. Questions should be submitted in a *Microsoft Word attachment*. Please reference the RFP# on all correspondence. Questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

SURETY REQUIRED: NO

BOND REQUIRED: YES

GAIL WALSH
CHIEF BUYER
Division of Purchases
RI Department of Administration

Vendors must register on line at the State Purchasing Website at www.purchasing.ri.gov

NOTE TO VENDORS:

Offers received without the entire completed three-page R.I.V.I.P. Generated Bidder Certification Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

TABLE OF CONTENTS

SECTION 1:	Introduction and General Instructions -----	3
SECTION 2:	Background and Purpose -----	6
SECTION 3:	Details of Operation -----	8
SECTION 4:	Proposal Submission -----	20
SECTION 5:	Evaluation and Selection -----	22
Addendum 1:	Item List for pricing-----	27

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

SECTION 1: INTRODUCTION AND GENERAL INSTRUCTIONS

A. INTRODUCTION

The Rhode Island Department of Administration/Division of Purchases, on behalf of the Rhode Island Department of Corrections, wishes to award a concession contract to a firm to provide commissary/canteen and banking services to residents of the state's prisons and jails in accordance with the terms of this Request for Proposals and the State's General Conditions of Purchase. A copy of the state's General Conditions may be obtained at the Rhode Island Division of Purchases Home Page at: www.purchasing.ri.gov.

This is a Request for Proposals, not an Invitation for Bid: responses will be evaluated on the basis of the relative merits of the proposal, in addition to price; there will be no public opening and reading of responses received by the Office of Purchases pursuant to this Request, other than to name those offerors who have submitted proposals.

B. INSTRUCTIONS AND NOTIFICATIONS TO OFFERORS:

1. Potential respondents are advised to review all sections of this solicitation carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.
2. Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this Request will be rejected as being non-responsive.
3. All costs associated with developing or submitting a proposal in response to this Request, or to provide oral or written clarification of its content shall be borne by the respondent. The State assumes no responsibility for these costs.
4. **Proposals are considered to be irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.**
5. **All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.**
6. Proposals misdirected to other state locations, or which are otherwise not present in the Office of Purchases at the time of opening for any cause will be determined to be late and will not be considered. For the purposes of this requirement, the official time and date shall be that of the time clock in the reception area of the Division of Purchases.
7. It is intended that an award pursuant to this RFP will be made to a prime vendor who will assume responsibility for all aspects of the work. Joint venture and cooperative proposals will not be considered. Subcontracts are permitted, provided that their use is clearly indicated in the vendor's proposal and the subcontractor(s) to be used is identified in the proposal.
8. All proposals should include the vendor's FEIN or Social Security number as evidenced by a W-9, downloadable from the Division of Purchases' website at www.purchasing.ri.gov.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

9. The purchase of services under an award made pursuant to this RFP will be contingent on the availability of funds.
10. Bidders are advised that all materials submitted to the State for consideration in response to this Request for Proposal will be considered to be Public Records, as defined in Title 38, Chapter 2 of the Rhode Island General Laws, without exception, and will be released for inspection immediately upon request, once an award has been made.
11. Interested parties are instructed to peruse the Division of Purchases website on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFP. It is the responsibility of all potential offerors to monitor the website and be familiar with any changes issued as part of an addendum.
12. Equal Employment Opportunity (G.L. 1956 § 28-5.1-1, et seq.) – § 28-5.1-1 Declaration of policy – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies in all areas where State dollars are spent, in employment, public services, grants and financial assistance, and in state licensing and regulation. For further information, contact the Rhode Island Equal Opportunity Office at (401) 222-3090 or Raymond.Lambert@doa.ri.gov.
13. In accordance with Title 7, Chapter 1.2 of the General Laws of Rhode Island, no foreign corporation, a corporation without a Rhode Island business address, shall have the right to transact business in the state until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). *This is a requirement only of the successful vendor(s).*
14. The respondent should be aware of the State's Minority Business Enterprise (MBE) requirements, which address the State's goal of ten percent (10%) participation by MBE's in all State procurements. For further information, contact the MBE Compliance Officer at (401) 574-8670 or Dorinda.Keene@doa.ri.gov, or visit the website at www.mbe.ri.gov.
15. It is the responsibility of the vendor to ensure that all subcontractors meet all Federal and State laws and regulations including Health Insurance Portability & Accountability Act (HIPAA) requirements and that the appropriate business agreements are in place.
16. Per the Federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Part 200, Subpart D, §200.331 relating to the new risk assessment process, the successful offeror will be required to submit to the Rhode Island Department of Corrections, if applicable as determined by the Rhode Island Department of Corrections, any material weakness findings against the vendor and/or subcontractor(s) with an approved corrective action plan(s), in order for a submission to be considered. An updated/current status report on the corrective action plan(s) must also accompany the submittal.
17. The successful offeror may be required to certify to the Rhode Island Department of Corrections that it is in compliance with applicable civil rights laws and regulations. These laws and regulations relate to issues concerning Equal Employment Opportunity (EEO), Limited English Proficiency (LEP), and other anti-discrimination laws. The successful offeror may also be required to prepare an Equal Employment

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

Opportunity Plan. A certification of assurances form will be provided to you upon notification of tentative award. Further information regarding these assurances can be found by visiting the U.S. Department of Justice, Office of Justice Programs, Civil Rights website at: <http://www.ojp.usdoj.gov/about/ocr/eeop.htm>

18. The successful offeror may be required to certify to the Rhode Island Department of Corrections that it is in compliance with applicable civil rights laws and regulations. These laws and regulations relate to issues concerning Equal Employment Opportunity, Limited English Proficiency (LEP), and other anti-discrimination laws. The successful offeror may also be required to prepare an Equal Employment Opportunity Plan. A certification of assurances form will be provided to you upon notification of tentative award. Further information regarding these assurances may be obtained upon request from RIDOC's Office of Financial Resources (phone: 401-462-2555 or email: FinRes@doc.ri.gov) or by visiting the U.S. Department of Justice Civil Rights website: www.ojp.usdoj.gov/ocr/assistance.htm.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

SECTION 2 - BACKGROUND AND PURPOSE

A. OVERVIEW

The Rhode Island Department of Corrections is seeking to award a concession contract to a vendor for running a commissary, or canteen, operation serving the approximate 3,000 inmates located in the nine prison and jail facilities at the John O. Pastore Center in Cranston, RI. The Commissary Operation will sell personal hygiene goods, food/snack items, and other specialty items such as personal radios, televisions, MP-3 players, sneakers, watches, etc. The selected vendor will administer all aspects of the operation, including purchasing of inventory, collection of orders, order set-ups and distribution. The vendor will introduce and manage an appropriate commissary database system, which system will interface with an inmate trust fund system. The vendor shall also provide and install an inmate accounts system - sometimes referred to as inmate trust fund system. The vendor will provide these services and articles at no expense to the Department, charging the residents appropriate retail amounts, and may offer the state a commission on gross revenues. The contract will have an initial duration of five years with the option of renewing for up to two additional terms of one-year each.

B. BACKGROUND

RIDOC is Rhode Island's only adult correctional agency; there are no county or municipal correctional facilities in the state. RIDOC administers both jail and prison programs all on approximately one (1) square mile of land known as the Pastore Center, in Cranston, RI. The current facilities, capacities, and populations include:

Facility	Capacity	Population as of June 2016
Men's Intake Service Center	1,148	868
High Security Center	166	93
Maximum Security	466	434
Medium Security – John J. Moran	1,186	1,127
Medium II – Donald Price *	360	0
Minimum Security	710	343
G. McDonald Security-Women's (Medium & Awaiting Trial)	213	108
D. Dix-Women's (Minimum & Work Release)	100	19
Total	4,349	2,990

* Closed facility

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

The following demographics table is presented for the sole purpose of providing prospective vendors with insights into inmate purchasing trends:

	MALE		FEMALE	
	Sentenced	Awaiting Trial	Sentenced	Awaiting Trial
As of June 30, 2016				
RACE				
White	39.7%	35.3%	56.5%	73.3%
African American	31.4%	33.0%	18.8%	8.3%
Hispanic	26.0%	28.4%	20.0%	11.7%
American Indian	0.8%	0.7%	2.4%	1.7%
Asian	1.2%	1.9%	2.4%	3.3%
Other	0.8%	0.7%	0.0%	1.7%
Unknown	0.1%	0.0%	0.0%	0.0%
MEDIAN AGE:	35 years	31 years	35 years	33 years

Currently, commissary services are managed by and staffed by a private vendor. The current Inmate Commissary provides commodities for sale to the inmate population ranging from food commodities, toiletries, over-the-counter medications, radios, televisions and fans to gym clothing and footwear. Appendix #1 is a listing of all current products.

Facilities serviced by the private contractor have a scheduled day for store orders to be collected and delivered.

For fiscal year 2016 inmate commissary sales totaled approximately \$3.5 million (excluding sales tax charges). This data is included in this RFP only to reflect the past performance of the current commissary system and should not be interpreted as a minimum performance guarantee.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

SECTION 3: DETAILS OF OPERATION

A. EXPECTED DURATION

1. Initial duration: Five years
2. Can be renewed for up to two additional terms of one-year each (maximum duration of contract is seven years).

B. ANTICIPATED EXPENDITURES, FUNDING OR COMPENSATION FOR DURATION

The Department will pay nothing to the Contractor. The Contractor may pay commission to the Department based on fixed percent of the gross revenues or other alternative proposed by the offeror.

C. COMMISSARY MENU/INVENTORY

1. The awarded proposer will be responsible for purchasing, receiving and maintaining adequate supplies of both standard and non-standard commissary items. The awarded proposer must maintain sufficient inventory of standard and non-standard commissary items to achieve a 95% store order fill rate for the next business day delivery on each store order without substitutions. If an item is missing from an approved order, the awarded proposer must immediately obtain that item and complete the order.
2. The contractor will publish an electronic list of items for sale, such list to be easily understandable by the inmate purchaser. The authorized list will be changed no more than twice per year. Whenever products are added, deleted, or prices changed from the items-for-sale list, the contractor must send an addendum file that can be pre-approved by the Department and subsequently be accessed electronically in all housing units; however, this action is limited to twice per year.
3. Pricing of menu items shall be a required element that is submitted by the vendor as part of the submission. Pricing detail shall not include the proposed commission rate to be paid to the Department or any applicable sales taxes. Pricing on items shall not exceed twenty (20) percent above fair market or the pre-printed pricing contained on the package. Pricing will be one of a number of determining factors in awarding the contract.
4. The list of standard commissary items will include at the least: candy, cookies, snack cakes, dehydrated soups, crackers, potato chips, popcorn, sausage, canned cheese, sugar, coffee, tea, postage, office supplies such as letter paper, pens, envelopes, legal pads, assorted toiletries and over-the-counter (OTC) items for sale as approved by the Department (aspirin, Advil, Tylenol, antibiotic ointment, melatonin, etc).
5. Non-Standard commissary items will include at the least: gym shorts, underwear, sweat pants, sweat shirts, sneakers, towels, face cloths, televisions, radios, MP-3 players and headsets. The option to provide tablets for sale should also be included in the proposal.
6. Vendor must initially stock all items currently offered to inmates. Exceptions or any modification of product brand or model must be approved by DOC.
7. There is no limit on the number of commissary items offered for sale. However, any additions or deletions to either menu must be approved by DOC.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

8. The Vendor will provide for the purchase of pre-packaged supplies for newly admitted inmates in the form of "Admission Kits". DOC will pay for such products on a monthly basis based upon the identified pricing. Such kits shall include:
- 01) .5 oz. Fresh-scent soap
 - 02) 2 oz. Tearless shampoo
 - 03) 7.5 ml shave cream/gel packet
 - 04) 1 disposable single-blade razor
 - 05) .5 oz. alcohol-free deodorant stick
 - 06) .6 oz. fresh mint toothpaste
 - 07) Security tooth brush
 - 08) Security pen
 - 09) Small comb

Any alternatives to the above items must be identified along with the cost impact.

9. The vendor shall also provide for the purchase of pre-packaged supplies for indigent inmates in the form of "Indigent Kits." DOC will pay for such products on a monthly basis based upon the identified pricing. Such kits shall include:
- 01) 5 oz. Fresh-scent soap
 - 02) 4 oz. Tearless shampoo
 - 03) 7 oz. shave cream/gel
 - 04) (2) disposable single-blade razors
 - 05) .5 oz. alcohol-free deodorant stick
 - 06) 2.7 oz. fresh mint toothpaste
 - 07) (3) 2-pack aspirin – Extra strength
 - 08) Security tooth brush
 - 09) Stick pen
 - 10) 1 8.5" x 11" white pad – 50 sheets
 - 11) (4) #10 business envelopes

Any alternatives to the above items must be identified along with the cost impact.

D. ORDERING AND DELIVERING

1. Currently, inmates are permitted to submit a store order request once a week via an electronic kiosk. The successful vendor shall be required to duplicate the kiosk order entry system and banking system inquiry in each of the facilities' housing modules. Each of the housing units have a minimum of a dedicated kiosk with larger housing units having two dedicated units. Proposers should feel free to offer alternatives to this process, with the understanding that the current process is a minimum benchmark. Partial deliveries for a facility will not be permitted.
2. At prescribed deadlines specific to the respective facility, inmates will complete a store order via the kiosk. In the case of a technological issue rendering the kiosks inoperable, the vendor shall have a back-up system in place to insure the ordering process and delivery of product is not impacted. Administration of the back-up system shall be the full responsibility of the vendor to insure that delivery schedules are met.
3. All commissary store orders will be placed in a heat-sealed 2 ply, 3ml. clear plastic bag for the primary purpose of security and accountability. Orders for non-standard items will be bagged separately using the same process. A copy of the inmate's store order form will be placed in the plastic bag so as to be visible to allow inspection by the inmate. The original store order form will be attached to the outside of the bag and will be retained by the proposer when the order is given to the inmate.
4. The Contractor shall be responsible for replacing, within one working day from delivery, any damaged goods, and errors made in quantities or missing items. The proposer is required to meet or exceed this

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

standard. Deliveries are made in accordance with an established delivery schedule. The Contractor is required to maintain this delivery schedule. The RIDOC reserves the right to alter the delivery schedule on a temporary or permanent basis as a result of changes in security or operational requirements.

5. The RIDOC currently mandates a standard store order maximum dollar restriction of \$65 for all facilities except the Intake Service Center which has a limit of \$50 (excluding special items such as televisions). The RIDOC will entertain a Contractor's request to increase this amount based upon an expanded commissary menu but is not obligated to grant such request.
6. The Contractor will be responsible for making all deliveries of commissary items directly to each inmate. Contractors may be required to deliver the commissary items directly to a cell or distribute the commissary orders from a central location within the living area. The RIDOC will be responsible for establishing a commissary distribution process within each facility. The manner in which the commissary orders are distributed within the facilities will be determined by the Warden of the facility and the RIDOC representative based upon security requirements.
7. Deliveries will be made in accordance with the established RIDOC Commissary delivery schedule.
8. The Contractor must either deliver on holidays or must be able to absorb a holiday closure in the course of the same week.
9. The Contractor will be responsible for providing all personnel required to perform all of the duties enumerated in this RFP.
10. The Contractor will respond to inmate inquiries and will utilize the current RIDOC Inmate Grievance Procedures to resolve inmate complaints regarding the Commissary Systems services.
11. The Contractor will be responsible for providing all commissary services specified in this RFP, regardless of any adverse or emergency condition that may occur.
12. The Contractor will remain responsible for the delivery of commissary services, in the event of a work stoppage or slow-down by the Contractor's personnel.

E. COMMISSARY SYSTEM

- A. Items and services proposed are for delivery and/or completion within 90 days from contract execution.
- B. The system is required to enforce a dollar amount based upon inmate classification over a variable time frame.
- C. Inmate housing location, disciplinary status and classification is to be imported daily from RIDOC INFACETS System. The Contractor's proposal is to include the desired format of data and method of file transfer.
- D. The commissary system shall have the ability to limit quantities on a per item, per order and per date range.
- E. The commissary system shall have the ability to limit items per order by category.
- F. The system must be able to address individual item exclusions or additions for individual inmates.
- G. The commissary order entry system shall be integrated into the inmate baking system with order values being limited to an inmate's available free balance.
- H. For each item listed on the approved Contractor's commissary order list, an item description shall be included along with a picture of the product. The ordering process must permit the inmate to indicate and order fill preference in case of insufficient funds in his or her account. If the inmate does not indicate a preference, the awarded Contractor's system must have the ability to default to the manner established by the Department and stop when the amount in the Inmate's account does not contain sufficient funding.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

- I. The system shall have the ability to recognize and limit commissary items to inmates that are identified as having medical/diabetic controls.
- J. Commissary pick tickets are to be on a minimum of 2-part paper.
- K. Commissary pick tickets must include:
- RIDOC Inmate ID number
 - Inmate Name
 - Complete housing unit address
 - Commissary list identifier, medical, disciplinary or diabetic lists etc.
 - Order dollar limit
 - Item code
 - Description
 - Line item number (must mirror the line of the commissary order form).
 - Quantity ordered
 - Quantity filled
 - Unit price
 - Extended amount
 - Total amount
- L. The Contractor's system shall have the ability to produce a "Housing Unit Report". This report shall contain information on each inmate, by housing unit and cell number listing who did and did not receive a commissary order, what they received and quantity and total amount of the order.
- M. An inventory pick ticket system is to be maintained. The original page of the pick ticket is to be maintained by the Contractor; the second page is forwarded to the Day Shift Commander and the third copy is given to the Housing Unit Correctional Officer. A report indicating the commissary inmate order history shall be made available
- N. The system must allow for credit on return of unopened items.
- O. The system must have the ability to cancel/credit/refund entire order.
- P. The system must be able to interface with an Inmate Accounting System. Functionality of the interface must include:
- The ability to receive electronically from the inmate accounts system a file of inmate balances for the respective facility.
 - The ability to transmit electronically to the inmate accounts system a list of the commissary charge and/or credit to each inmate.
- Q. On a monthly basis, the Contractor will invoice DOC for products sold to inmates. The invoice will include the following information:
- Total sales by facility location
 - Total commissionable sales
 - Total commission due DOC
 - Net of total sales minus commission to DOC
- Additionally, the invoice will include the following break-out of sales:*
- Total sales to indigent inmates
 - Total all other sales
- R. The vendor shall undertake a specialized package program outside of the commissary system where items are ordered by friends/family members or inmates. Items shall be securely shipped to an inmate based upon restrictions set forth by the Department. The product menu offered shall include name brand and private label products available for sale at price points replicating pricing and mark-up provisions established in the commissary menu. All items and pricing must be pre-approved by the Department prior to implementation.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

F. INMATE ACCOUNTS BANKING SYSTEM

1. Vendors are required to present an inmate accounts banking system which tracks all debits and credits relating to inmate funds.
2. The vendor is responsible for installing the software on the Department's LAN. The application must be able to be accessed from any number of existing workstations on the existing LAN. The contractor shall be responsible for installing any required software on the end users' hardware and the client server. The vendor bears no responsibility for provision of additional workstation hardware.
3. The vendor is responsible for any necessary customization to the software and the provision of software updates/releases on no less than an annual basis.
4. The vendor is responsible for training the Inmate Accounts staff on the use of the system.
5. The system must meet the following requirements:
 - a. Post on-line in real time, into an inmate's account of all Inmate Accounts window and mail deposits with a built in error detector.
 - b. Deduct electronically, in real time, from an inmate's account all store order/commissary purchases or other outside purchase requests (magazines, books, etc.).
 - c. Integrate an inmate payroll software program (provided by offeror) that will allow for automated sweeps of payroll and direct deposits of payroll into individual inmate accounts and automatically code such as payroll deposits.
 - d. Track inmates who may be indebted and automatically track arrears, payments of fines, restitution's damage to property payments and other financial obligations and to calculate and post such payments.
 - e. Calculate and electronically post all inmates' pays. Such posting shall allow for an application by facility and by date determined by the Department of Corrections – Office of Inmate Accounts. The posting process shall maintain the functionality outlined in 5.b and 5.d noted above.
 - f. Allow user to conduct batch entries of accounting data. Provide for automated transaction category codes and transaction amounts.
 - g. Allow for set-aside funds (otherwise known as "encumbered funds") at amounts or intervals determined by the Department of Corrections.
 - h. Monitor all system activity including but not limited to: new entries, data changes, log in and log outs and releases.
 - i. Allow users to freeze specified inmate accounts.
 - j. Print batch checks representing payments from more than one inmate with inmate numbers noted.
 - k. Log all checks generated by the system with user ID, date, time, payee/s, and payer's amount. Generate receipts for all deposits with the ability to automate the receipt numbering system.
 - l. Have the capability to calculate and disburse interest or other earnings into an inmate's account.
 - m. Enter the processed check into the Inmate Account System and have the system perform an automatic bank reconciliation.

REQUEST FOR PROPOSALS #7551014**INMATE COMMISSARY AND BANKING SERVICES**

- n. Post on-line inmate postage charges and other types of charges not already specified.
 - o. Deduct on-line inmate money transfers that do not require the issuing of a check from an inmate.
 - p. Deduct on-line inmate transfers that do not require the issuing of a check from an inmate's account with a built in error detector.
 - q. Allow for manual override for all functions of the Inmate Accounts computer operation.
 - r. Provide for an on-line or live help desk function during operation hours to troubleshoot problems or provide technical support as required.
 - s. Create various reports, including at least:
 - 01) "Ledger" Report for each inmate that is available electronically through the kiosks
 - 02) Reports for all inmates with restricted accounts or accounts that are frozen.
 - 03) Daily, weekly, monthly and yearly reports of inmate accounting activity including all withdrawals, deposits and commissary activity.
 - 04) Reports of all inmates in custody based on account balance, housing location and security classification as selected by the user.
 - 05) Reports on individual inmates based upon the nature of the transaction (e.g. money sent home, all payments made to a special account or a special debt).
 - t. Electronically transfer inmate account records over fiber optic data lines to other institutions located on the Pastore Complex.
 - u. Produce inmate payroll reports showing all inmates assigned to specific work locations and payroll activity for specific work assignments. Also, the ability to electronically upload and post inmate payroll files to the inmate banking system must be provided.
 - v. Have established various electronic wire transfer interfaces where deposits may be made from remote locations or third party entities. Such deposits shall be directly posted to the Inmate's account balance. At a minimum, interfaces with JPay and Money Gram shall be provided.
 - w. Provide for an electronic interface to make deposits by family/friends via a website that is integrated into the inmate accounts system. All provisions of these transactions as outlined above shall be required. A log of these transactions shall be required and maintained.
 - x. At a minimum, a deposit kiosk shall be provided on-site which will allow for deposits to be made into the inmate's account by families/friends. All provisions of these transactions as outlined above shall be required. A log of all transactions is required and history shall be maintained.
6. The vendor shall submit a plan as part of this proposal that allows for the timely and orderly migration from the current Inmate Trust/Inmate Accounts system to the proposed system. Such plan is subject to review and pre-approval by the Department of Corrections prior to implementation.

G. KIOSK SYSTEM

The Department of Corrections is seeking the installation of a kiosk system that will provide an alternative means to address many of the questions and requests generated by the inmate population. It is envisioned that providing inmates access to kiosks placed in common areas within housing units, departmental and vendor staffing would be allowed to focus on other services.

Service kiosks should provide the following information/functionality:

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

From the commissary system:

1. Submit and place commissary orders
2. Commissary order inquiries
3. Commissary charges (debits and credits)
4. Receive a report

From the integrated inmate accounts/trust system:

1. Account balance inquiries
2. Account transaction inquiries
3. Authorize depositors for inmates
4. Delete depositors for inmates
5. Receive a report

Through the Inmate Kiosk an interface with the Department's legacy system, INFACFS, will be required. The following information would be accessed in the future:

- o Sentence info (to include date sentence was imposed, meritorious good time, case number)
- o Good time transaction record
- o Historical record of industrial time
- o Pending charges
- o Discipline records
- o Visiting list
- o Various parole board information
- o Classification review dates
- o Score from classification

The kiosk system is required to link or interface with the following:

1. Inmate Tracking System (INFACFS)
2. Commissary system
3. Banking/Trust system
4. Individual Program Plan (IPP) in Transition from Prison to Community Data system (TPCDS)

Required locations:

1. All male facilities -
 - a) All housing units at a minimum
 - High Security – one per housing unit
 - Maximum Security – two per housing unit
 - Moran Facility – two per housing module
 - Price Facility – closed
 - Minimum Security – one per housing unit
 - Intake Center – two per housing unit
2. All female facilities
 - a) All housing units
 - Bernadette Facility – one per housing unit
 - McDonald Facility – one per housing unit

Cost of equipment, software licensing, associated programming and installation shall be incorporated as part of the commissionable sales proposal.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

H. WARRANTY AND MAINTENANCE

1. All equipment, including software, provided by the Contractor shall be warranted for a period of at least one year.
2. If the proposal includes replacement of the inmate accounting system, the vendor shall provide on-site training session(s) for fifteen people, of no less than twelve hours.
3. The vendor shall provide three hard copies of their submission and one electronic copy in PDF format.
4. All software and documentation shall become the property of the State of Rhode Island.
5. The vendor shall provide on-going maintenance and support for any software for the period of the contract.

I. STAFFING

1. Employees of the Contractor must comply with all Department rules and regulations concerning, at the least, security and ethics. Employees of the Contractor are subject to pre-service orientation, training and criminal background checks.
2. Employees of the Contractor who are directly involved with the staging and/or distribution process are subject to background checks; the Department retains the right to refuse entrance to contractor employees with felony convictions or other security reasons as determined by DOC. Access to correctional facilities also requires adherence to rigid security rules as far as property search, contact with inmates, etc. This is outlined in DOC Policy #9.40 (available upon request).
3. The vendor shall be required to provide a full time, on-site contract liaison/manager that shall work with the Department and its representatives in addressing problems/ concerns as they arise and day-to-day questions with operations.

J. FACILITY AND EQUIPMENT USE

1. The Contractor is responsible for contracting for warehousing and staging activities. The Department will provide a small space that can be used for a delivery staging function.
2. The Department will provide heat, lighting and water at no cost to the Contractor for the staging area; the Contractor will pay for telephone services and trash pickup.
3. Any physical changes to the space must be approved by the Department and will be made at the expense of the Contractor.
4. The Contractor is responsible for the maintenance, cleaning and sanitation of all facilities and equipment utilized by the Contractor on the State premises.
5. Envelopes for sale must have a pre-printed message on the back stating that the item has come from a correctional institution. The Department will provide specific language and lettering requirements.

K. FINANCIAL CONSIDERATIONS

1. The Contractor's selling prices will not exceed the common "street" price of a product. In no case will the selling price of an item exceed a price pre-printed on the product.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

2. The Contractor's selling prices will not exceed the current prices posted to inmates' price list (see attachment) for a period of six months following the first day of production.
3. Selling prices may be not be changed more than twice per year following mutual review of proposed price changes. The Contractor will be required, when asked, to provide proof (by virtue of invoices) of purchase cost of a product.
4. The Contractor shall offer the State a commission on gross revenues. Gross revenues are defined as: Sales minus any deductions for taxes and non-markup items (postage stamps, pre-stamped envelopes), to include all income sources from commissary operations.

L. OTHER

1. The proposed commissary system must be in full compliance with the American Correctional Association Accreditation Standards and all other applicable Federal, and State laws and regulations.
2. The Contractor will sell postage stamps at no mark-up. The Department may, from time to time, identify additional products that must be sold at no mark-up or a restricted mark-up (an example is a non-prescription nicotine patch); in these cases the Contractor and Department will mutually agree upon the process of procurement and reselling.
3. The Contractor is required to participate in periodic review meetings with selected Department representatives.
4. Employees of the Contractor must dress appropriately - khaki pants and shirts cannot be worn within secure facilities.

M. ADD ALTERATE

1. The Department is requesting the addition of a secure, incoming electronic messaging system that is integrated with housing module kiosks.
2. Messaging shall be limited to incoming email only and be independent from the existing departmental network and equipment.
3. Incoming mail shall have the ability to be reviewed on a facility by facility basis.
4. All electronic email shall at a minimum:
 - a. Have the ability to screen for key phrases or words
 - b. Have the ability to be saved for future recall and any investigation activities
 - c. Have the ability to identify all incoming senders who have interacted with multiple inmates under the Department's jurisdiction.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

N. QUESTIONS & ANSWERS

- Q1. What is the inmate grievance procedure related to this service?
 A1. An inmate completes a "pink slip" (grievance or inquiry form). Because we are requiring a clear sealed bag for orders, the inmate's complaint about "shortchanging" on the order will be forwarded to the commissary operation for resolving only if the bag is still sealed – this will be immediately confirmed by the delivery person or officer on location.
- Complaint forms about incorrect charges will be forwarded first to the store to confirm product prices then, if not resolved, to inmate accounts to match order amount to actual charge posted.
- If the matter is not resolved at this level, the inmate can request a level 2 hearing by the department's grievance officer.
- Q2. What is the current fill rate? What do you currently do when an order cannot be completely filled?
 A2. Estimated to be in the high 90% rate. When an item is not available, we will adjust the charge prior to it being posted in the Inmate Accounts system.
- Q3. In section E.2, what dollar amount is being referenced ("system is to enforce dollar amount based upon inmate classification...")?
 A3. The order value cap (currently \$65.00 excluding large ticket items).
- Q4. Does a proposed replacement to the current Inmate Accounts System have to meet all of the functional requirements listed?
 A4. Yes. We expect anyone who is proposing an alternative to include a response (met/not met) to each of the functional requirements. We will also require a demonstration of the product.
- Q5. What is the delivery schedule?
 A5. Every inmate can receive a weekly order. The distribution of store orders is done once a week to each facility including Friday and Saturday. Each facility is assigned a specific day of the week with timeframes when access can be obtained into each facility.
- Q6. Will the commissary unit face times when a scheduled distribution cannot occur due to facility circumstances?
 A6. The nature of our department insures that there will be some times in which a scheduled delivery has to be postponed. Whenever possible, forewarning is given to the commissary unit, but occasionally this is not possible. We assume that the rate of this occurrence is no greater or lesser than most other correctional jurisdictions. Proposers should build such contingencies into their cost/commission calculations.
- Q7. Would the department require a real-time interface between the inmate banking system and the commissary system?
 A7. Yes.
- Q8. Can the inmate accounts system import/export ASCII files that at a minimum includes an inmate's ID, name and account balance?
 A8. Yes.
- Q9. What is the rate of participation in the commissary program by inmates?
 A9. Out of the average daily population of about 2,900, on average, about fifty percent participate on a weekly basis. The number will be higher on pay weeks.
- Q10. How often and how much are inmates paid?
 A10. Inmates are paid monthly. The payroll is staggered by facility insuring that the commissary will not experience a 'peaks-and-valleys' workload. RIDOC pays inmates up to \$3/day for labor.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

- Q11. How does the commissary currently deal with last minute relocations of inmates?
A11. The commissary receives a daily printout of moves and detailed current locations of inmates. The vendor is responsible to do a last minute check for orders that should be held or sent elsewhere.
- Q12. What is the cost of the trash hauling contract?
A12. Not relevant to this proposal. Section H-3 calls for the vendor to pay for trash pickup. We would prefer that this be accomplished by an independent contract between the vendor and trash hauler.
- Q13. What was the value of sales in FY2016 (7/1/15 – 6/30/16) that would fall into the definition of commissionable sales?
A13. Records indicate that the commissary received a total of \$3,437,494.50 in gross sales revenues during FY2016. Of that amount, \$60,000.29 was sales tax, and \$120,109.56 was from sales of postage stamps. Hence, the amount falling into the definition of commissionable sales was \$3,257,530.54.
- Q15. What items are not taxable?
A15. Generally, food, clothing, and stamps.
- Q16. Are employee uniforms required?
A16. No. Vendor employees are restricted from wearing khaki pants or shirts in most facilities. Beyond this restriction, the vendor is free to require or not require a uniform. Vendor employees will be required to have on person a vendor ID and, if entering a correctional facility, a DOC ID.
- Q17. Who is responsible for conducting and paying for employee background checks?
A17. DOC security personnel conduct criminal background checks on vendor employees at the State's expense.
- Q18. Are the facilities to be billed separately or will RIDOC accept one bill for all?
A18. A single invoice can be used, but it would be preferable to identify within the invoice the costs associated with each batch of inmate charges. A more detailed response to this question can be addressed in the contract development phase.
- Q19. Is there any information available on the average size of order?
A19. The average order probably exceeds the standard cap of \$65.00 (\$50.00 for the Intake Service Center) with the purchase of radios, televisions and clothing.
- Q20. Are vendor's employees required to participate in any DOC training?
A20. Vendor employees who are required to work regularly within correctional facilities or who work regularly in the presence of inmates are required to participate in training appropriate to their circumstances. Such training would be a minimum of one day, and generally not exceed two days.
- Q21. Does each facility currently have access to Inmate Accounts data?
A21. Yes.
- Q22. Can the Inmate Tracking System export an ASCII file that at a minimum contains an inmates ID, name, housing unit, disciplinary status and classification?
A22. Yes. We do not keep a specific flag indicating the inmates' disciplinary status. The housing unit usually indicates if the inmate is in segregation.
- Q23. Can the files be placed in an area through your network where they can be accessed by your system and ours?
A23. The vendor shall be responsible for having their own servers where files shall reside but the Department should have access to the data. Maintenance of this equipment resides with the vendor.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

- Q24. How many characters are in the disciplinary status field in the existing system?
A24. The Inmate Accounts system tracks disciplinary status of inmates. The INFACTS (Inmate Tracking System) keeps track of discipline actions taken against an inmate and also tracks the specific disciplinary status of the inmate.
- Q25. How many characters are in the classification field in the existing system?
A25. The classification description is 20 characters long. Only a three (3) character code is stored on the inmate file (e.g. MIN, MAX, MED).
- Q26. What field in the current system is used to specify medical or diabetic?
A26. None.
- Q27. Will the Inmate Accounts system and/or INFACTS be able to accept back an ASCII file with sales information?
A27. The Inmate Accounts system can probably give us sales information. INFACTS cannot give us information.
- Q28. What type of network connection currently exists in the main commissary warehouse?
A28. Ethernet using IP protocol.
- Q29. Do you currently have fiber or T1 connections between all facilities on the complex?
A29. Yes. There is fiber between the facilities on the grounds of the complex.
- Q30. Will a demonstration of the alternative inmate accounts system be required before the awarding of points for said system? If so, will a site visit at a large facility where the system is currently used be acceptable?
A30. Yes. A demonstration of the system will be required prior to awarding of points. If demonstration can be arranged only at an active site, any expenses of bringing the technical review team to the site beyond reasonable driving distance must be assumed by the proposer.
- Q31. Will the department be conducting a site inspection of the vendor's warehouse as part of the evaluation process?
A31. A warehouse inspection will not be performed as part of the evaluation process. However, the State reserves the right to inspect existing vendor's warehousing facilities of a tentative awardee prior to realization of a contract.
- Q32. Must the vendor provide a batch-processing system for Inmate Accounts?
A32. The Department would prefer a batch process system because the user creates two records. A BATCH record contains totals of the entire batch and the TRANS records contain detail data about each individual transaction. The batches (and associated transactions) are currently batch processed against the Inmate Accounts system each night.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

SECTION 4 - PROPOSAL SUBMISSION

Questions concerning this solicitation may be e-mailed to the Division of Purchases at gail.walsh@purchasing.ri.gov no later than the date and time indicated on page one of the solicitation. Please reference RFP #7551014 on all correspondence. Questions should be submitted in a Microsoft Word attachment. Answers to questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information. If technical assistance is required to download, call the Help Desk at (401) 222-3766 or lynda.moore@doit.ri.gov.

Offerors are encouraged to submit written questions to the Division of Purchases. **No other contact with State parties will be permitted.** Interested offerors may submit proposals to provide the services covered by this Request on or before the date and time listed on the cover page of this solicitation. Responses received after this date and time, as registered by the official time clock in the reception area of the Division of Purchases will not be considered.

Responses (**an original plus six (6) copies**) should be mailed or hand-delivered in a sealed envelope marked “**RFP #7551014 Inmate Commissary and Bank Services**” to:

RI Dept. of Administration
 Division of Purchases, 2nd Floor
 One Capitol Hill
 Providence, RI 02908-5855

NOTE: Proposals received after the previously referenced due date and time will not be considered. Proposals misdirected to other State locations or those not presented to the Division of Purchases by the scheduled due date and time will be determined to be late and will not be considered. Proposals faxed or e-mailed to the Division of Purchases will not be considered. The official time clock is in the reception area of the Division of Purchases.

RESPONSE CONTENTS

- A. Proposals must include the following:
1. A completed and signed R.I.V.I.P. generated bidder certification cover form (downloaded from the R.I. Division of Purchases Internet home page at: <http://www.purchasing.ri.gov>;
 2. A completed and signed **W-9** downloaded from the RI Division of Purchases website at www.purchasing.ri.gov.
 3. A letter of transmittal signed by an owner, officer, or authorized agent of the firm or organization, acknowledging and accepting the terms and conditions of this Request, and tendering an offer to the State;
 4. A Commission Proposal Summary form, enclosed. Depending on the technical proposal, the offeror may propose a commission based upon the inclusion of an Inmates Accounting System, exclusion of an Inmates Accounting System, or both.
 5. **Separately packaged**, *The Technical Proposal (s) and the Price Proposal (s) must be separately packaged. All copies of the Technical Proposal and all copies of the Price Proposal should contain a completed and signed RIVIP Bidder Certification Form. A Technical Proposal describing the background, qualifications, and experience with and for similar programs, as well as the work plan or approach proposed for this requirement. The Technical Proposal must contain the following sections:*

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

- a. Technical Proposal Cover (see attachment)
- b. Executive Summary – The Executive Summary is intended to highlight the contents of the Technical Proposal and to provide State evaluators with a broad understanding of the Contractor's technical approach and ability.
- c. Contractor's Organization and Staffing – This section shall include identification of all staff and/or subcontractors proposed as members of the project team, and the duties, responsibilities, and concentration of effort which apply to each (as well as resumes, curricula vitae, or statements of prior experience and qualification).
- d. Work Plan/Approach Proposed – This section shall describe the Contractor's understanding of the State's requirement, including the result(s) intended and desired, the approach and/or methodology to be employed, and a work plan for accomplishing the results proposed. The description of approach shall discuss and justify the approach proposed to be taken for each task, and the technical issues that will or may be confronted at each stage on the project. The work plan description shall include a detailed proposed project schedule (by task and sub-task), a list of tasks, activities, and/or milestones that will be employed to administer the project, the assignment of staff members and concentration of effort for each, and the attributable deliverables for each.

The work plan shall also:

- 01) include a description of each employee job to be utilized in this program, including inmate employee jobs;
 - 02) Include appropriate descriptive materials of any software utilized in this project;
 - e. Previous Experience and Background – This section shall include the following information:
 - 01) A comprehensive listing of similar projects undertaken and/or similar clients served, including a brief description of the projects; listing shall include a contact name and telephone for each client.
 - 02) A description of the business background of the Contractor (and all subcontractors proposed), including a description of their financial position; and
 - 03) The offeror's status as a Minority Business Enterprise (MBE) certified by the Rhode Island Department of Administration, and or a subcontracting plan which addresses the State's goal of ten per cent (10%) participation by MBE's in all State procurements. Questions concerning this requirement should be addressed to the M.B.E. Officer at (401) 574-8670.
6. In addition to the multiple hard copies of proposals required, Respondents are requested to provide their proposal in electronic format (CDRom, diskette, or flash drive). Microsoft Word/Excel or PDF format is preferable. Only 1 electronic copy is requested and it should be placed in the proposal marked "original."

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

SECTION 5 - EVALUATION AND SELECTION

The State will commission a Technical Review Committee which will evaluate and score all proposals using the following criteria:

Criteria	Possible Points
Capability, Capacity, and Qualifications of the Offeror (Organization & Staffing)	25 Points
Corrections-specific qualifications (Previous Experience & Background)	15 Points
Completeness and quality of the proposal	10 Points
Suitability of approach; technical merit (Workplan/ Approach)	30 Points
Total Possible Technical Points	80 Points
Commission to State [calculated as (highest responsive commission proposal) divided by (this commission proposal) times 15 points]	15 Points*
Menu pricing to the inmate population	5 points
Total Possible Points	100 Points

**Clarification of 'Commission to State' points: Assume there are two proposals submitted: one with a 10% commission, the other with a 7% commission. The proposal with a 10% commission offering will be awarded the full 15 potential points; the proposal with a 7% commission will be awarded 7/10 of the potential 15 points, or 10.5 points.*

Notwithstanding the foregoing, the State reserves the right to award on the basis of cost alone, accept or reject any or all bids, and to act in its best interest.

Proposals found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further. *{Proposal must receive a minimum 50 technical points to warrant further consideration}*. *Proposals receiving less than these minimum technical points will not have their cost proposals opened or evaluated.*

The State may, at its sole option, elect to require presentation(s) by offerors clearly in consideration for award.

The Technical Review Committee will present written findings of the State Purchasing Agent who will make the final selection for this requirement.

A performance bond, for the full face value of the project, will be required of the successful vendor, prior to the issuance of a purchase order. The expected initial term of the performance bond should be at least one year.

Note: A product list is attached as an addendum. A proposed product list with applicable pricing shall be included with all proposal responses.

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

Proposal Cover

Offeror Name:	
Address:	
Contact Name:	
Title:	
Telephone#	Fax#
E-Mail	Taxpayer ID#

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

Price Proposal: Commissionable Sales*

Name of Offeror: _____

Authorized official: _____

Signed: _____

Date: _____

Commissionable Sales Proposed:

	Proposal Percentage
First Year	%
Second Year	%
Third Year	%
Fourth Year	%
Fifth Year	%
Sixth Year	%
Seventh Year	%

**Commissionable Sales are items for which the vendor is allowed to charge a mark-up. Postage stamps must be sold at cost; hence, it is excluded from the calculation of commissionable sales. Sales tax is factored out of gross sales in order to calculate commissionable sales.*

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

Web-based deposit transaction fees proposed:

	Transaction Fee Proposed
First Year	\$
Second Year	\$
Third Year	\$
Fourth Year	\$
Fifth Year	\$
Sixth Year	\$
Seventh Year	\$

Kiosk-based deposit transaction fees proposed:

	Transaction Fee Proposed
First Year	\$
Second Year	\$
Third Year	\$
Fourth Year	\$
Fifth Year	\$
Sixth Year	\$
Seventh Year	\$

REQUEST FOR PROPOSALS #7551014
INMATE COMMISSARY AND BANKING SERVICES

Add alternate: Secure mail fee for transmitted email(s)

	Transaction Fee Proposed
First Year	\$
Second Year	\$
Third Year	\$
Fourth Year	\$
Fifth Year	\$
Sixth Year	\$
Seventh Year	\$

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
Clothing	Boxer shorts - 2 pk	4X-Large			
Clothing	Boxer shorts - 2 pk	5X-Large			
Clothing	Boxer shorts - White	5X-Large			
Clothing	Boxer shorts - White	Small			
Clothing	Boxer shorts - White	Medium			
Clothing	Boxer shorts - White	Large			
Clothing	Boxer shorts - White	X-Large			
Clothing	Boxer shorts - White	XX-Large			
Clothing	Boxer shorts - White	3X-Large			
Clothing	Fleece Shorts - Grey	6X-Large			
Clothing	Fleece Shorts - Grey	4X-Large			
Clothing	Fleece Shorts - Grey	Medium			
Clothing	Fleece Shorts - Grey	Large			
Clothing	Fleece Shorts - Grey	X-Large			
Clothing	Fleece Shorts - Grey	XX-Large			
Clothing	Fleece Shorts - Grey	3X-Large			
Clothing	Gloves - Black Woven				
Clothing	Gloves - Thinsulate				
Clothing	Handkerchief				
Clothing	Hats - Baseball Cap (Tan)				
Clothing	Hats - Knit Winter - Black				
Clothing	Hats - Stocking Cap - Navy				
Clothing	Kobo Sandle	7	Reebok		
Clothing	Kobo Sandle	8	Reebok		
Clothing	Kobo Sandle	9	Reebok		
Clothing	Kobo Sandle	10	Reebok		
Clothing	Kobo Sandle	11	Reebok		
Clothing	Kobo Sandle	12	Reebok		
Clothing	Kobo Sandle	13	Reebok		
Clothing	Kobo Sandle	14	Reebok		
Clothing	Kobo Sandle	15	Reebok		
Clothing	Men's Briefs	Small			
Clothing	Men's Briefs	Medium			
Clothing	Men's Briefs	Large			
Clothing	Men's Briefs	X-Large			
Clothing	Men's Briefs	XX-Large			
Clothing	Men's Pajamas	Small			
Clothing	Men's Pajamas	Medium			
Clothing	Men's Pajamas	Large			
Clothing	Men's Pajamas	X-Large			
Clothing	Men's Pajamas	XX-Large			
Clothing	Men's Pajamas	3X-Large			
Clothing	Men's Pajamas	4X-Large			
Clothing	Poncho - Rain - Clear				
Clothing	Shoelaces - Brown				
Clothing	Shoelaces - White - 54 Inch				
Clothing	Shorts - w/o Pockets	5X-Large			
Clothing	Shorts - w/o Pockets	6X-Large			
Clothing	Shorts - w/o Pockets	7X-Large			
Clothing	Shorts - w/o Pockets	8X-Large			

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
Clothing	Shower Shoe	Medium			
Clothing	Shower Shoe	Small			
Clothing	Shower Shoe	Large			
Clothing	Shower Shoe	X-Large			
Clothing	Shower Shoe	XX-Large			
Clothing	Sneakers - Basketball BB4500	7.0	Reebok		
Clothing	Sneakers - Basketball BB4500	7.5	Reebok		
Clothing	Sneakers - Basketball BB4500	8.0	Reebok		
Clothing	Sneakers - Basketball BB4500	8.5	Reebok		
Clothing	Sneakers - Basketball BB4500	9.0	Reebok		
Clothing	Sneakers - Basketball BB4500	9.5	Reebok		
Clothing	Sneakers - Basketball BB4500	10.0	Reebok		
Clothing	Sneakers - Basketball BB4500	11.0	Reebok		
Clothing	Sneakers - Basketball BB4500	11.5	Reebok		
Clothing	Sneakers - Basketball BB4500	12.0	Reebok		
Clothing	Sneakers - Basketball BB4500	13.0	Reebok		
Clothing	Sneakers - Basketball BB4500	14.0	Reebok		
Clothing	Sneakers - Basketball BB4500	15.0	Reebok		
Clothing	Sneakers - Basketball BB4500	10.5	Reebok		
Clothing	Sneakers - Cross Trainer MX409	7.0 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	7 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	7 EEEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	7.5 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	7.5 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	7.5 EEEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	8.0 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	8.0 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	8.0 EEEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	8.5 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	8.5 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	8.5 EEEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	9.0 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	9.0 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	9.0 EEEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	9.5 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	9.5 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	9.5 EEEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	10.0 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	10.0 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	10.0 EEEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	10.5 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	10.5 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	10.5 EEEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	11.0 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	11.0 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	11.0 EEEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	11.5 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	11.5 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	11.5 EEEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	12.0 M	New Balance		

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
Clothing	Sneakers - Cross Trainer MX409	12.0 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	13.0 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	13.0 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	13.0 EEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	14. M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	14.0 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	14.0 EEEE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	15.0 M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	15.0 EE M	New Balance		
Clothing	Sneakers - Cross Trainer MX409	15.0 EEEE M	New Balance		
Clothing	Sneakers - Leather CLS	7.0	Reebok		
Clothing	Sneakers - Leather CLS	7.5	Reebok		
Clothing	Sneakers - Leather CLS	8.0	Reebok		
Clothing	Sneakers - Leather CLS	8.5	Reebok		
Clothing	Sneakers - Leather CLS	9.0	Reebok		
Clothing	Sneakers - Leather CLS	9.5	Reebok		
Clothing	Sneakers - Leather CLS	10.0	Reebok		
Clothing	Sneakers - Leather CLS	11.0	Reebok		
Clothing	Sneakers - Leather CLS	11.5	Reebok		
Clothing	Sneakers - Leather CLS	12.0	Reebok		
Clothing	Sneakers - Leather CLS	13.0	Reebok		
Clothing	Sneakers - Leather CLS	14.0	Reebok		
Clothing	Sneakers - Leather CLS	15.0	Reebok		
Clothing	Sneakers - Leather CLS	10.5	Reebok		
Clothing	Sneakers - Nylon CLS - Wom	6.0 W	Reebok		
Clothing	Sneakers - Nylon CLS - Wom	6.5 W	Reebok		
Clothing	Sneakers - Nylon CLS - Wom	7.0 W	Reebok		
Clothing	Sneakers - Nylon CLS - Wom	7.5 W	Reebok		
Clothing	Sneakers - Nylon CLS - Wom	10 W	Reebok		
Clothing	Sneakers - V4ORCE Playmaker	13.0	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	14.0	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	7.0	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	7.5	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	8.0	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	8.5	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	9.0	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	9.5	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	10.0	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	10.5	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	11.0	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	11.5	V 4orce		
Clothing	Sneakers - V4ORCE Playmaker	12.0	V 4orce		
Clothing	Sneakers w/ Velcro	4 M/ 6 Wom	Shoe Corp		
Clothing	Sneakers w/ Velcro	5 M/ 7 Wom	Shoe Corp		
Clothing	Sneakers w/ Velcro	6 M/ 8 Wom	Shoe Corp		
Clothing	Sneakers w/ Velcro	7 M/ 9 Wom	Shoe Corp		
Clothing	Sneakers w/ Velcro	8 M/10 Wom	Shoe Corp		
Clothing	Sneakers w/ Velcro	9D Mens			
Clothing	Sneakers w/ Velcro	10D Mens			
Clothing	Sneakers w/ Velcro	11D Mens			

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
Clothing	Sneakers w/ Velcro	12D Mens			
Clothing	Sneakers w/ Velcro	13D Mens			
Clothing	Sneakers w/ Velcro	14D Mens			
Clothing	Sneakers w/ Velcro	15D Mens			
Clothing	Sneakers w/ Velcro	6.5			
Clothing	Sneakers w/ Velcro	7.5			
Clothing	Sneakers w/ Velcro	8.5			
Clothing	Sneakers w/ Velcro	9.5			
Clothing	Sneakers w/ Velcro	10.5			
Clothing	Socks - Quarter - White				
Clothing	Socks - Thermal Boot - Grey				
Clothing	Socks - Tube	One size			
Clothing	Sweatpants - Grey	Medium			
Clothing	Sweatpants - Grey	Large			
Clothing	Sweatpants - Grey	X-Large			
Clothing	Sweatpants - Grey	XX-Large			
Clothing	Sweatpants - Grey	3X-Large			
Clothing	Sweatpants - Grey	4X-Large			
Clothing	Sweatpants - Grey	XX-Large			
Clothing	Sweatpants - Grey	3X-Large			
Clothing	Sweatpants - Grey	6X-Large			
Clothing	Sweatpants - Grey	5X-Large			
Clothing	Sweatshirt - Grey	Medium			
Clothing	Sweatshirt - Grey	Large			
Clothing	Sweatshirt - Grey	X-Large			
Clothing	Sweatshirt - Grey	XX-Large			
Clothing	Sweatshirt - Grey	3X-Large			
Clothing	Sweatshirt - Grey	4X-Large			
Clothing	Sweatshirt - Grey	6X-Large			
Clothing	Sweatshirt - Grey	5X-Large			
Clothing	Thermal Bottoms	Medium			
Clothing	Thermal Bottoms	Large			
Clothing	Thermal Bottoms	X-Large			
Clothing	Thermal Bottoms	XX-Large			
Clothing	Thermal Bottoms	3X-Large			
Clothing	Thermal Top	Medium			
Clothing	Thermal Top	Large			
Clothing	Thermal Top	X-Large			
Clothing	Thermal Top	XX-Large			
Clothing	Thermal Top	3X-Large			
Clothing	Thermal Top	4X-Large			
Clothing	Thermal Top	6X-Large			
Clothing	T-Shirt	Small			
Clothing	T-Shirt	Medium			
Clothing	T-Shirt	Large			
Clothing	T-Shirt	X-Large			
Clothing	T-Shirt	XX-Large			
Clothing	T-Shirt	3X-Large			
Clothing	T-Shirt	5X-Large			
Clothing	T-Shirt	6X-Large			

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
Clothing	T-Shirt	4X-Large			
Clothing	T-Shirt - 3 pk	Small	Hanes		
Clothing	T-Shirt - 3 pk	Medium	Hanes		
Clothing	T-Shirt - 3 pk	Large	Hanes		
Clothing	T-Shirt - 3 pk	X-Large	Hanes		
Clothing	T-Shirt - 3 pk	XX-Large	Hanes		
Clothing	T-Shirt - 3 pk	3X-Large	Hanes		
Clothing	Workboot - Direct Attach	7.5	Timberland		
Clothing	Workboot - Direct Attach	8.0	Timberland		
Clothing	Workboot - Direct Attach	8.5	Timberland		
Clothing	Workboot - Direct Attach	9.0	Timberland		
Clothing	Workboot - Direct Attach	9.5	Timberland		
Clothing	Workboot - Direct Attach	10.0	Timberland		
Clothing	Workboot - Direct Attach	10.5	Timberland		
Clothing	Workboot - Direct Attach	11.0	Timberland		
Clothing	Workboot - Direct Attach	11.5	Timberland		
Clothing	Workboot - Direct Attach	12.0	Timberland		
Clothing	Workboot - Direct Attach	13.0	Timberland		
Clothing	Workboot - Direct Attach	14.0	Timberland		
Clothing	Workboot - Direct Attach	15.0	Timberland		
Clothing	Workboot - Leather	15.0			
Clothing	Workboot - Leather - Wide				
Electronics	12" Headphone Extension Cord				
Electronics	8" Fan		Massey		
Electronics	AA Ion3 Batteries	4 pk	Ion		
Electronics	AAA Ion3 Batteries	4 pk	Ion		
Electronics	Adapter - "Y"				
Electronics	Adapter - Mini Headphone				
Electronics	AMP'd Earbuds				
Electronics	Battery - Timex/Casio Watch				
Electronics	Cable to Non-Cable Adapter				
Electronics	Calculator - Clear				
Electronics	Calculator - Scientific		Datex		
Electronics	Clear Surge Protector				
Electronics	Coaxial Cable - 6 Ft				
Electronics	Ear Buds				
Electronics	Koss CL-5				
Electronics	MP3 Player w/ earbuds and charger				
Electronics	Radio - AM/FM Headset				
Electronics	Radio - Clear w/ earbuds (SRF39-FP)				
Electronics	Television - 13" w/o Speakers				
Electronics	TV Cable - 3 Ft				
Electronics	Watch - Digital		Casio		
Entertainment	Double Six Dominoes				
Entertainment	Pinochle Cards				
Entertainment	Playing Cards				
Entertainment	Racquetball (blue)	3 pk			
Entertainment	Uno				
Food	Bacon - Fully Cooked - Single Serve				
Food	Beans - Black	10 oz	Bushy Creek		

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
Food	Beans - Cheesy Refried		Bushy Creek		
Food	Beans - Chili w/ Beans		Bushy Creek		
Food	Beans - Hot Chili w/ Beans		Bushy Creek		
Food	Beans - Spicy Refried & Rice				
Food	Beef - Beef & Cheese Stick				
Food	Beef - Kippered Beef Steak				
Food	Beef - Peppered Beef Jerky				
Food	Beef - Twin Beef Stick				
Food	Candy - Chick-O-Stick				
Food	Candy - Hershey's w/ Almonds				
Food	Candy - Jolly Ranchers - Assorted	3.7 oz			
Food	Candy - Kit Kat				
Food	Candy - M&M Plain				
Food	Candy - Milky Way Minis Pkg				
Food	Candy - Reeses Peanut Butter Cup (2)				
Food	Candy - RootBeer Barrels				
Food	Candy - Snickers Minatures (bag)				
Food	Candy - Sugar Free Wild Fruit	1.7 oz			
Food	Candy - Twix Bar				
Food	Candy - Vanilla Caramels				
Food	Cereal - Berries Bunch O'Krunch				
Food	Cereal - Bran Flakes				
Food	Cereal - Frosted Flakes				
Food	Cereal - Frosted Flakes - Single Serve				
Food	Cereal - Honey Toaster Oats		GVC		
Food	Cereal - Raisin Bran Bowl - Single Serve				
Food	Cereal Bar - Apple Cinnamon				
Food	Cereal Bar - Blueberry				
Food	Cereal Bar - Granola - Variety				
Food	Cereal Bar - Strawberry		Zippy Cakes		
Food	Cheese - Blue Cheese packet				
Food	Cheese - Jalapeno Cheese bar	4 oz			
Food	Cheese - Jalapeno Squeeze		CA		
Food	Cheese - Sharp Cheddar Squeeze		CA		
Food	Cheetos	2 oz			
Food	Cheetos - Flaming Hot	1.75 oz			
Food	Chicken - Premium Chicken Breast				
Food	Chips - BBQ				
Food	Chips - BBQ Corn Chips				
Food	Chips - Cheddar Sour Cream				
Food	Chips - Nacho Tortilla				
Food	Chips - Potato				
Food	Chips - Sour Cream & Onion	1.5 oz			
Food	Coffee	4 oz	Keefe		
Food	Coffee - Colombian Blend		Keefe		
Food	Coffee - Dark Roast Espresso		Maxwell House		
Food	Coffee - Decaffeinated - Single Serve				
Food	Coffee - Single Serve		Keefe		

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
Food	Cookies - Chocolate Chip	6 oz	Zippy Cakes		
Food	Cookies - Duplex Cremes	6 oz	Zippy Cakes		
Food	Cookies - Ginger Snaps	14 oz	Zippy Cakes		
Food	Cookies - Maria				
Food	Cookies - Oreo Sandwich Cookies		Oreo		
Food	Cookies - Peanut Butter Crème	6 oz	Zippy Cakes		
Food	Cookies - Soft Oatmeal Raisin				
Food	Cookies - Soft Peanut Butter		Zippy Cakes		
Food	Cookies - Sugar Free Wafers - Strawberry		Zippy Cakes		
Food	Crackers - Honey Graham				
Food	Crackers - Saltines				
Food	Crackers - Snack (Generic Ritz)				
Food	Crackers - Unsalted	16 oz			
Food	Crackers - Wheat Thins				
Food	Creamer - Clearpack	8 oz			
Food	Doritos - Cool Ranch		Doritos		
Food	Doritos - Nacho Cheese	8 oz			
Food	Dressing - Ranch - Single Serve		Kraft		
Food	Drink Mix - Instant Breakfast - Variety				
Food	Drink Mix - Lemon-Berry		Country Time		
Food	Drink Mix - Iced Tea w/Lemon & Sugar	11 oz	Nestea		
Food	Drink Mix - Orange	12 oz			
Food	Drink Mix - Peach Clearpack w/ Ziptop				
Food	Drink Mix - Pineapple-Chrmoya				
Food	Drink Mix - Strawberry				
Food	Dry Milk - Nonfat	10 oz	PDF		
Food	Fish - Clams		Fresh Catch		
Food	Fish - Fishsticks w/ Green Chilis		Fresh Catch		
Food	Fish - Mackerel Fillet in Brine				
Food	Fish - Mackerel - Hot Chili Sauce		Fresh Catch		
Food	Fish - Salmon Flakes		Fresh Catch		
Food	Fish - Sardines in Oil		Fresh Catch		
Food	Fish - Tuna	4.23 oz	Fresh Catch		
Food	Fish - Tuna Steak w/Thai Chili Sauce				
Food	Flour Tortillas				
Food	Fritos - Chili Cheese	2 oz	Fritos		
Food	Fruit Punch - Single Serve - No Sugar				
Food	Green Tea	20 ct	Bigelow		
Food	Grits - Instant		Quaker		
Food	Honey - Grade A Pure				
Food	Hot Cocoa - Single Serve				
Food	Jalapeno Peppers - Sliced				
Food	Jelly - Grape				
Food	Jelly - Strawberry Spread		KK		
Food	Kool Aid - Cherry	12 oz	Kool Aid		
Food	Kool Aid - Grape	12 oz	Kool Aid		
Food	Kool Aid - Tropical Punch	12 oz	Kool Aid		
Food	Kool Aid - Watermelon-Strawberry	12 oz	Kool Aid		

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
Food	Liquid Creamer - Hazelnut				
Food	Liquid Creamer - Irish Cream				
Food	Liquid Creamer - Single Serve				
Food	Macaroni & Cheese	3 oz			
Food	Mayan Wheat Wrap	8 ct			
Food	Mayonnaise - 12 pk	12 pk			
Food	Oatmeal - Regular (box)				
Food	Oatmeal - Variety (box)				
Food	Olives - Pouch				
Food	Pastry - Coffee Cake - Cream Cheese				
Food	Pastry - Cupcake - Chocolate Crème		Zippy Cakes		
Food	Pastry - Danish - Apple		Zippy Cakes		
Food	Pastry - Danish - Blueberry Cheese		Zippy Cakes		
Food	Pastry - Danish - Iced Swirl		Zippy Cakes		
Food	Pastry - D-Dunx (6) Pk	6 pk	Zippy Cakes		
Food	Pastry - Honey Bun - Chocolate				
Food	Pastry - Honey Bun - Monster Iced Buneez		Zippy Cakes		
Food	Pastry - Peanut Butter Wafers (6) 2 Pks	6 pk	Zippy Cakes		
Food	Pastry - Swiss Rolls - (6) 2 Pks	6 pk	Zippy Cakes		
Food	Peanut butter - Creamy		Clear Choice		
Food	Pickle - Hot				
Food	Pickle - Mild				
Food	Popcorn - Butter				
Food	Popcorn - White Cheddar	5 oz			
Food	PopTarts - Smores				
Food	PopTarts - Strawberry Frosted	2 pk			
Food	Pretzels	11 oz	Moon Lodge		
Food	Ramen - Beef				
Food	Ramen - Cajun Chicken				
Food	Ramen - Chicken				
Food	Ramen - Chili				
Food	Ramen - Hot & Spicy Vegetable				
Food	Ramen - Low Sodium Chicken				
Food	Ramen - Texas Beef				
Food	Rice - Brown	6.5 oz			
Food	Rice - Instant		KK		
Food	Rice - Spanish w/ Cheese				
Food	Salted Peanuts	1.75 oz			
Food	Sausage - Halal Hot & Spicy Beef				
Food	Sausage - Halal Summer Beef				
Food	Sausage - Summer Sausage - Hot & Spicy	5 oz	Bushy Creek		
Food	Sausage - Summer Sausage - Regular	5 oz	Bushy Creek		
Food	Sausage - Turkey - Honey Brown Sugar	5 oz	Bushy Creek		
Food	SAZON				
Food	Snacks - Fruit Snacks				

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
Food	Snacks - Health Mix				
Food	Snacks - Nut & Yogurt Mix				
Food	Snacks - Nutri-Fit bar - Chocolate/Caramel/Peanut				
Food	Snacks - Student Mix	3.75 oz			
Food	Snacks - Tropical Blend				
Food	Snacks - ZuZu - Strawberry	2 pk	Zippy Cakes		
Food	Sugar - Resealable Clearpack	12 oz			
Food	Sugar Substitute - Pink	box			
Food	Tea Bags	48 ct	Keefe		
HBA	3-n-1 Conditioner/Shampoo				
HBA	3-n-1 Conditioning Shampoo				
HBA	5 Inch Comb				
HBA	A/P Sport Talc	3 oz	Mennen		
HBA	Advanced Therapy Lotion		Dial		
HBA	Anti-Bacteria Antiperspirant		Suave		
HBA	Anti-Dandruff Shampoo				
HBA	Antishank Toothbrush				
HBA	Baby Powder	15 oz			
HBA	Balsam Shampoo	12 oz			
HBA	BIC Single-blade Disposable Razor				
HBA	Bump Razor 1 each				
HBA	Cavity Toothpaste Mint Gel				
HBA	Cocoa Butter Lotion	4 oz			
HBA	Cocoa Butter Soap	5 oz	Next 1		
HBA	Cocoa Butter Stick 100%				
HBA	Coconut Lime Aloe Lotion				
HBA	Conditioner - Extra Body		Alberto VO5		
HBA	Cool Wave Clear Toothpaste				
HBA	Dandruff Shampoo	4 oz			
HBA	Denture Bath Cup				
HBA	Denture Tablet				
HBA	Dreadlock Shampoo				
HBA	Effergrip	2.5 oz			
HBA	Elementz 3-n-1 Shampoo				
HBA	Fixodent				
HBA	Floss Loops				
HBA	Foot Powder				
HBA	Gold Bond Powder				
HBA	Hair Food w/ Vitamin E				
HBA	Hairdress & Press Oil				
HBA	Translucent Soap w/ Aloe		HRTG		
HBA	Military Brush No Handle		HW		
HBA	Irish Spring Soap	3.2 oz	Irish Spring		
HBA	Ivory Soap (1 bar)		Ivory		
HBA	Lip Balm				
HBA	Lock, Twist, & Braid Gel				
HBA	Lubriderm Lotion	6 oz	Lubriderm		
HBA	Moisturizing Soap	5 oz			
HBA	Mouthwash Oral Health Rinse	8 oz			

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
HBA	Muslim Blue Nile Pryr Oil				
HBA	Nail Clipper No File				
HBA	Neutrogena Soap				
HBA	Noxzema		Noxzema		
HBA	Petroleum Jelly	3.75 oz			
HBA	Ponytail Holder				
HBA	Pro-Tection Shave Cream				
HBA	Regular Magic Shave Cream				
HBA	Sensodyne Toothpaste	4 oz			
HBA	Shampoo - Extra Body		Alberto VO5		
HBA	Skin Care Lotion	4 oz			
HBA	Small Afro Pik				
HBA	Small Soft Cover Photo Album				
HBA	Soap Dish				
HBA	Soft Tissues (4 Pack)				
HBA	Sport Bar Soap				
HBA	Styling Gel		Percara		
HBA	Sunscreen Lotion SPF30				
HBA	Tek Soft Toothbrush				
HBA	Toilet Tissue 1 Roll				
HBA	Toothbrush				
HBA	Toothbrush Holder				
HBA	Translucent Soap		Dial		
HBA	Trim Toe Nail Clipper				
HBA	Vented Hair Brush				
Household	Beige Towel				
Household	Beige Washcloth				
Household	Bowl				
Household	Bowl 1.6 qt	1.6 qt			
Household	Coffee Cup w/ handle	12 oz			
Household	Light blue Blanket				
Household	Mirror w/o magnet				
Household	Pillow - Standard				
Household	Plastic Cup	22 oz			
Household	Storage tote - 32 qt Clearview				
OTC	1 Day Multi-Vitamin (No Iron)				
OTC	1 DAY Vitamin w/ Iron				
OTC	Acetaminophen Tablets 325 Mg				
OTC	Acne Treatment Crème				
OTC	Allergy Tablets 24 count	24 ct			
OTC	Antacid				
OTC	Antacid Liquid				
OTC	APAP (Like X-Strength Tylenol) 2PK	2 ct			
OTC	Aspirin	50 ct			
OTC	Aspirin - Generic	2 ct			
OTC	Bacitracin Ointment				
OTC	Bismuth Liquid Stomach Relief				
OTC	C-500 Vitamin				
OTC	Centrum Silver		Centrum		
OTC	Cough Drops - Sugar Free				

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
OTC	Diphen (Like Benadryl)				
OTC	Eucerin				
OTC	Fiber Powder - Regular		Konsyl D		
OTC	Generic Colace (stool softener)				
OTC	Generic Motrin (Ibuprofen Tabs)	2 ct			
OTC	Generic Neutrogena Tar Shampoo				
OTC	Generic Tinactin (tolnaft cream)				
OTC	Glucosamine Sulfate 500 mg				
OTC	Hemorrhoidal Ointment		Goodsense		
OTC	Hydrocortisone Cream				
OTC	Ibuprofen 50 count	50 ct			
OTC	Loratidine (Generic Claritin)				
OTC	Medi-Seltzer				
OTC	Melatonin 60 count				
OTC	Milk of Magnesia				
OTC	Multi-Purpose Solution				
OTC	Multi-Vitamin Premium				
OTC	Muscle Rub				
OTC	Omega 3 Fish Oil		SN		
OTC	Oral Pain Relief				
OTC	Rolaids (3 Rolls)				
OTC	Saline Nasal Spray	1.5 oz			
OTC	Super Whey Protein				
OTC	Vitamin D Softgels 200 count				
OTC	Vitamin E 400 IU Softgel		Naturalist		
Personal	1.25 Reading Glasses				
Personal	1.50 Reading Glasses				
Personal	2.00 Reading Glasses				
Personal	2.25 Reading Glasses				
Personal	2.50 Reading Glasses				
Personal	3.00 Reading Glasses				
Personal	3.25 Reading Glasses				
Personal	Clip-on Sunglasses				
Personal	Padlock - Combination V36				
Personal	Wayfarer Sunglasses				
Postage	Air Mail Stamp				
Postage	Book of Ten Stamps				
Religious	Book of Shadows				
Religious	Clay Rune & Bag				
Religious	CS Moon Pendant w/ Chain				
Religious	Egyptian Musk				
Religious	Frankincense Oil				
Religious	Holy Koran				
Religious	Islam Prayer Rug - Large				
Religious	Jasmin Oil				
Religious	Kufi Prayer Cap - Crochet - Size 11				
Religious	Kufi Prayer Cap - White				
Religious	Pentagram Sacred Medallion				
Religious	Translation Bible				
Stationery	#10 White Envelope				

Vendor:
Commissary Product Menu and Proposed Pricing

Category	Description	Size/ Quantity	Current Brand	Proposed Brand	Proposed Price w/o Tax
Stationery	#2 Pencil				
Stationery	8.5 x 11 White Letter Pad				
Stationery	8.5 x 11 White Sketch Pad				
Stationery	Anniversary Card				
Stationery	Birthday Card				
Stationery	Black Round Stick Pen				
Stationery	Colored Pencils				
Stationery	Document File				
Stationery	File Folder				
Stationery	Friendship Card - Acetate				
Stationery	Get Well Card - Acetate				
Stationery	Juvenile Birthday Card				
Stationery	Manilla Envelope				
Stationery	Pocket Dictionary II				
Stationery	Seasonal Greeting Card				
Stationery	Spanish Birthday Card				
Stationery	Spanish Friendship Card				
Stationery	Sympathy Card				
Stationery	Thank You Card				
Admission	Admission Kit to include: 01) .5 oz. Fresh-scent soap 02) 2 oz. Tearless shampoo 03) 7.5 ml shave cream/gel packet 04) 1 disposable single-blade razor 05) .5 oz. alcohol-free deodorant stick 06) .6 oz. fresh mint toothpaste 07) Security tooth brush 08) Security pen 09) Small comb				
Indigent	Indigent Kit to include: 01) 5 oz. Fresh-scent soap 02) 4 oz. Tearless shampoo 03) 7 oz. Shave cream/gel 04) (2) disposable single-blade razors 05) .5 oz. alcohol-free deodorant stick 06) 2.7 oz. fresh mint toothpaste 07) (3) 2-pack APAP – Extra strength 08) Security tooth brush 09) Stick pen 10) (1) 8.5” x 11” white pad – 50 sheets 11) (4) #10 Envelopes				