



February 2, 2018

To: All Potential Respondents
From: Kelli Sizenbach, Purchasing Agent
Subject: RFP1418238022

Addendum Two

Please amend the subject RFP to include answers to the following timely received questions:

Q1. Of the 222 total vending machines, how many are ONLY accessible by inmates?

A1. None

Q2. Of the 222 total vending machines, how many are accessible by BOTH inmates and staff on a daily basis (please do not include machines that are in visitor locations)?

A2. 156

Q3. Of the 222 total vending machines how many are able to be accessed by visitors?

A3. 66

Q4. Can more information regarding cookouts be provided that would help explain why a portable reader would be needed to charge for this, say as opposed to using the portable reader/banking system access available in the canteen (maybe cookouts occur after canteen hours?) Are cookouts currently held at all 9 facilities?

A4. The ability is needed to take money off a card without connecting to a computer. This functionality is needed in our Commissary where we have inmate workers who run the portable readers under staff supervision or staff that do not have access to the banking system. We also have an inmate worker run the portable reader that charges for photos in the Visiting Room. Again we cannot have the inmate on the computer. We need to be able to do these transactions without being connected to a computer or to the banking system. The portable readers cannot be used to add money to the offender cards. The portable reader produces a receipt for the sales that are processed which allows us to get the sales revenue to the appropriate accounts. Cookouts are held at all 9 facilities and generally held after normal business hours and/or on weekends.

Q5. According to the response from the initial batch of questions, there are currently 66 hand held readers in use, which is an average of more than 7 per facility. Can a

breakdown be provided for each facility that would show how many of these portable readers are used/needed exclusively for cookouts?

- A5. Iowa State Penitentiary – at least 1 portable reader for cookouts
Anamosa State Penitentiary – all available portable readers could be used
Iowa Medical & Classification Center – at least 1 portable reader for cookouts
Newton Correctional Facility – all available portable readers could be used
Mount Pleasant Correctional Facility – all available portable readers could be used
North Central Correctional Facility – all available portable readers could be used
Clarinda Correctional Facility – all available portable readers could be used
Iowa Correctional Institution for Women – all available portable readers could be used
Fort Dodge Correctional Facility – all available portable readers could be used

The portable readers need to sync with an applicable “point of sale” software, which will enable reconciliation of purchases by offender as well as sales summary. In addition, product inventory management shall exist as part of the software, to enable product re-order points, etc. Inventory management is managed via product barcode and/or QR scanning. Also, the portable readers need the capability to print a transaction receipt, which will include a signature from the signature pad hardware.

- Q6. This RFP is for only adding cashless payment devices on existing machines and not to supply vending machines are stocking of those vending machines, correct?

- A6. Correct.

Please acknowledge receipt of this addendum by signing in the space provided below, and return this letter with your offer (do not send back separately).

I hereby acknowledge receipt of this addendum.

Signature

Date

Typed or Printed Name