



June 1, 2016

REQUEST FOR PROPOSAL # 1668

Police - Municipal Jail Inmate Telephone System

ADDENDUM #2

The City of Springfield is hereby amending the above mentioned RFP. The original document can be found on the City's website at www.springfield-or.gov. By selecting the hyperlink *Purchasing/Contracts* from the menu on the left side of the home page, interested parties will be linked to the RFP/ITB page.

1. **Question:** What is the total inmate bed count for the Springfield Police Department?

City's Response: Per the City's response in Addendum #1, the Springfield Municipal Jail is a 100 bed facility.

2. **Question:** What is the Average Daily Population (ADP)?

City's Response: Per the City's response in Addendum #1, the average daily population is 65.

3. **Question:** What is the average length of stay for inmates?

City's Response: The average length of stay for sentenced inmates is 45 days.

4. **Question:** Does the City have a commissary provider? What is their name and contact information?

City's Response: Keefe is the current commissary provider, and can be reached at 800.411.0454

5. **Question:** Are the inmates assigned a PIN at the time of booking to use when making phone calls?

City's Response: No. Inmates are assigned a PIN by the current system provider (GTL). Maintaining the current process is not a requirement of this RFP.

6. **Question:** How many inmate phones are provided by the current provider?

City's Response: The current system supports a total of 23 phones, including 5 in the booking area, 6 in the visitation area, and 2 in each of 6 housing pods.

7. **Question:** Are there any booths or pedestals that will need to be replaced?

City's Response: No.

8. Question: Who is the current inmate phone provider?

City's Response: The current provider is GTL

9. Question: Are there any visitation sets needed? How many, and are they recorded?

City's Response: A total of six (6) visitation sets are requested, and they must be recorded.

10. Question: Who is the current JMS provider?

City's Response: The current Jail Management System provider is EIS. The inmate telephone system does not currently interface with that system, nor is it a requirement to do so.

11. Question: What will the length of the contract be?

City's Response: Depending upon negotiation, the City will seek a 3 to 5 year contract with options to extend after the initial agreement period.

12. Question: Can the City provide any call detail reports from the current system showing calls and revenue generated?

City's Response: The City's revenue in Fiscal Year 2015 was roughly \$3,076. The following chart shows the number of calls by type for a recent 6 month period:

<u>Calls by Type</u>	<u>Per. 1</u>	<u>Per. 2</u>	<u>Per. 3</u>	<u>Per. 4</u>	<u>Per. 5</u>	<u>Per. 6</u>	<u>Sum by Type</u>
Interstate Interlata	21	68	42	96	19	21	267
Intrastate Interlata	6	20	14	3	8	4	55
Intrastate Intralata	20	21	8	9	3	35	96
Local	389	265	445	357	328	434	2218
Collect Intrastate Interlata	10	18	27	3	12	18	88
Collect Intrastate Intralata	11	13	1	3	6	1	35
Collect Local	52	71	5	89	51	16	284
			82			91	173
Total by Month	509	476	624	560	427	620	3216

Regarding revenue, the following chart shows revenue generated from the first month of the reporting period above:

<u>Calls by Type</u>	<u>Calls</u>	<u>Minutes</u>	<u>Revenue</u>	<u>Commission %</u>	<u>Comm \$\$</u>
Interstate Interlata	21	309	\$64.89	0	\$0.00
Intrastate Interlata	6	77	\$22.51	25%	\$5.63
Intrastate Intralata	20	161	\$54.62	25%	\$13.66
Local	389	5063	\$1,026.96	25%	\$256.74
Collect Intrastate Interlata	10	76	\$33.48	25%	\$8.37
Collect Intrastate Intralata	11	74	\$28.53	25%	\$7.13

Collect Local	52	293	\$137.28	25%	\$34.32
	509	6053	\$1,368.27		\$325.85

13. Question: How many workstations does the City require?

City's Response: The current system provides 2 workstations from which phone system data and recordings can be accessed. Maintaining the current system and process is not a requirement of this RFP, as long as data may be accessed in some way described by the proposer.

14. Question: Will the City allow vendors to provide multiple rate and commission offers as part of the proposal?

City's Response: The City will prefer a clear communication of the rate and commission structure. However, if multiple rates and commissions are offered, the City will, at its discretion, score the proposal on the rate/commission structure most likely to be utilized by the City.

15. Question: Will the City outline the fees that are being charged by the current vendor for account setup, regulatory cost recovery fees, and other fees?

City's Response: That specific information is not available.

16. Question: Will the City provide a copy of the current contract pertaining to phones?

City's Response: A copy of the most recent contract is attached and included as part of this response.

In the event that it is necessary to further amend, revise or supplement any part this ITB, additional addenda will be posted on the City's website at <http://www.springfield-or.gov> (select the **Purchase Contracts** hyperlink and RFP 1668 Addendum 2 Municipal Jail Inmate Telephone System). As stated in the original solicitation, City will make a reasonable effort to provide the addenda to all Proposers to whom City provided the initial RFP. This addendum shall be considered part of the specification of the RFP. The City is not responsible for any explanation, clarification, interpretation or approval made or given in any manner except by written addenda issued by City.

ALL BIDDERS SHOULD ACKNOWLEDGE AND INCLUDE THIS ADDENDA #2 AS PART OF THEIR SUBMITTAL PACKAGE.