



**MEMORANDUM
JEFFREY L. MANN, SHERIFF**

November 27, 2017

TO: Respondents to Request for Proposal No. 17- 03 - To Provide Inmate Food Service at the DeKalb County Jail

FROM: Xernia L. Fortson, Chief of Administration

SUBJECT: ADDENDUM NO. 3

Question 1:

Will the county please provide the current kitchen staffing utilized in the kitchen?

Answer 1:

The current vendor utilizes 31 staff members.

Question 2:

How many meals per meal period are being served in Styrofoam trays? Please include medical, special meals, etc.)

Answer 2:

On the average the current vendor serves 200 – 250 meals in Styrofoam per meal period.

All questions related to this project must be addressed to Chief Xernia Fortson **in writing no later than 4:00 P.M. EST on Tuesday, November 14, 2017** to the following email address or facsimile number: cdbrown11@dekalbcountyga.gov or (404) 298-8101 only.¹ Questions received after this date and time will not receive a response.

¹ All submitted questions will be placed in addenda exactly as submitted.