



# OFFICE OF THE SHERIFF

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**Chad Chronister, Sheriff**  
Donna Luszczynski, Chief Deputy  
*Hillsborough County, Florida*

July 15, 2022

**SUBJECT:** Amendment No. 3 to RFP 2022-013 Inmate Food and Commissary Services

**MESSAGE:** Please note and acknowledge the following changes or additions to be included in the above referenced RFP 2022-013:

Pages 3, 4 and 32 will be replaced in their entirety to extend the proposal submission date.

Please note that this document hereby becomes part of RFP 2022-013 and without this document, the RFP is considered incomplete.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chr Porter".

Christina R. Porter, CPA  
Chief Financial Officer

CRP/ref

Enclosure

ACKNOWLEDGEMENT OF AMENDMENT

We do hereby acknowledge the information and/or changes described in the  
Amendment No. 3 to RFP 2022-013 *Inmate Food and Commissary Services*.

PLEASE PRINT – Company Name: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

*Signature:* \_\_\_\_\_

(Signed Acknowledgement must be included with your Bid Package)

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PROPOSED SCHEDULE OF EVENTS	DATE
RFP ADVERTISED / POSTED TO THE HCSO AND OSD WEBSITES	June 6, 2022
OPTIONAL PRE-BID SITE VISIT AND FACILITY TOUR	June 16, 2022
DEADLINE TO SUBMIT QUESTIONS	June 22, 2022
DEADLINE TO SUBMIT PROPOSAL	August 4, 2022
AWARD NOTIFICATION TARGET DATE	August 25, 2022

**HILLSBOROUGH COUNTY SHERIFF'S OFFICE**  
**2008 East 8th Avenue**  
**Tampa, Florida 33605**

**SUBJECT:** Request for Proposals No. 2022-013

**REQUEST FOR PROPOSALS TITLE:** Inmate Food and Commissary Services

**RFP OPENING DATE & TIME:** August 4, 2022 at 3:00 PM EST

**PLACE:** Hillsborough County Sheriff's Office  
Malcolm E. Beard Sheriff's Operations Center  
Financial Services Division - Purchasing Section  
2008 East 8th Avenue  
Tampa, FL 33605

Request for Proposals Overview: The purpose of this Request for Proposals (RFP) is to describe the requirements of Chad Chronister, the Sheriff of Hillsborough County, a Constitutional Officer of the State of Florida (Sheriff) to secure a qualified firm(s) or individual(s) to provide Inmate Food and Commissary Services described in ATTACHMENT 1 of this RFP

Any reference to the "Work" throughout this Proposal packet is defined to be inclusive of the Scope of Work and any related performance detailed herein.

**OPTIONAL PRE-PROPOSAL SITE VISIT AND FACILITY TOUR**

Pre-Proposal Site Visit: A optional pre-proposal site visit has been scheduled for June 16, 2022. Please meet at the Falkenburg Road Jail (FRJ) Main Lobby at 8:00 A.M. All attendees must adhere to HCSO policies and procedures while on site.

Pre-Bid Site Visit: June 16, 2022, 8:00 A.M. EST

PLACE: Falkenburg Road Jail (FRJ)  
520 North Falkenburg Road  
Tampa, Florida 33619

**\*IMPORTANT\***

**Below is an example of the information required on  
the OUTSIDE of your Proposal Package.**

HILLSBOROUGH COUNTY SHERIFF'S OFFICE  
SHERIFF'S OPERATIONS CENTER  
ATTN: FINANCIAL SERVICES DIVISION – PURCHASING SECTION  
2008 EAST 8<sup>TH</sup> AVE  
TAMPA FL 33605

**PROPOSAL PACKAGE SUBMITTAL**

From: \_\_\_\_\_

RFP # 2022-013

**INMATE FOOD AND COMMISSARY SERVICES**

OPENING DATE/TIME:  
August 4 @ 3:00 PM EST