



**DALLAS COUNTY
PURCHASING DEPARTMENT**

Records Building, 500 Elm Street, Suite 5500
Dallas, Texas 75202

**Michael Frosch
Purchasing Director**

May 20, 2026

**ADDENDUM #2
RFP 2026-028-7113 VENDED MEALS FOOD SERVICES – JUVENILE DEPARTMENT NUTRITION
PROGRAM**

Whereas,

This addendum provides clarification regarding non-USDA meal options under this solicitation. In addition to USDA-compliant meals, Dallas County Juvenile Department (DCJD) requests respondents to provide non-USDA meal services if applicable.

- I. Respondents may submit proposals for one or more of the following options:
 - a. USDA-Compliant Meal Services Only
 - b. Non-USDA Meal Services Only
 - c. Both USDA-Compliant and Non-USDA Meal Services

Respondents are not required to submit both options; however, they may do so if capable. Each option will be evaluated independently based on best value, including nutrition, quality, service capability, and pricing. Respondents shall use the appropriate cover sheet to clearly identify which meal option(s) they are submitting a response for.

II. Non-USDA Meal Options

In addition to USDA-compliant meals required under this solicitation, Dallas County Juvenile Department (DCJD) is requesting respondents provide non-USDA meal offerings for residents if applicable.

Non-USDA meals shall consist of healthy, balanced, calorie-conscious meal options appropriate for youth in grades 9–12. While these meals are not required to follow USDA meal pattern specifications, respondents shall ensure meals promote general nutritional best practices and healthy eating habits.

At a minimum, non-USDA meal options should incorporate the following:

- a. Lean protein options
- b. Fresh fruits and vegetables
- c. Whole grains when applicable
- d. Limited fried or heavily processed foods
- e. Appropriate calorie portions for adolescent youth populations
- f. Balanced meal compositions that support overall wellness and nutrition

Respondents shall provide sample menus, nutritional information, and examples of healthy alternative meal offerings as part of their proposal submission.

All non-USDA meals must continue to comply with applicable food safety standards, packaging requirements, delivery requirements, and special dietary accommodations outlined within the original solicitation.

III. Proposal Submission Requirements

Respondents shall clearly identify within their proposal whether pricing and meal services submitted are for:

- a. USDA-Compliant Meal Services
- b. Non-USDA Meal Services
- c. Both USDA and Non-USDA Meal Services

Respondents shall utilize the cover sheet attached to this addendum to clearly indicate the meal option for which they are submitting a proposal. Each respondent must submit separate and clearly labeled proposals identifying the submission as either USDA-Compliant Meal Services, Non-USDA Meal Services, or both, if applicable.

If proposing both options, respondents must submit two distinct proposals. Each proposal shall separately identify pricing, menus, and all applicable specifications for the respective meal program to ensure Dallas County can evaluate each offering independently.

IV. Medical and Special Dietary Accommodations

The Contractor shall provide alternate meals for residents with approved medical, dental, religious, allergy-related, or other special dietary needs as directed by Dallas County Juvenile Department (DCJD).

DCJD shall submit written Medical Authorization Forms or other department-approved documentation identifying temporary or ongoing dietary modifications, including but not limited

to soft diets, texture modifications, allergy accommodations, or physician-directed meal restrictions.

The Contractor shall have the capability to accommodate same-day or next-day medically necessary meal modifications when operationally feasible and shall continue providing approved alternate meals for the duration specified by DCJD or the attending medical provider.

Respondents shall describe within their proposal their process for handling medical diet requests, emergency meal substitutions, dietary tracking, and communication procedures with DCJD staff.

V. Production Records

The selected vendor shall be responsible for the preparation and submission of production reports for all meals provided under this contract. At a minimum, production reports must document daily meal counts, planned portions, quantity of meal trays sent to each site, menus served, menu contribution, portion compliance, and any required USDA or program-specific nutritional documentation. Reports shall be submitted in a format and frequency approved by DCJD and shall be subject to audit or verification upon request.

For USDA-compliant meals, DCJD receiving kitchen production records must match the Vendor's kitchen production records. The Vendor shall be responsible for providing preprinted production records to all DCJD sites on a weekly, biweekly, or monthly basis, as approved by DCJD.

All other terms, conditions, and specifications of the solicitation shall remain unchanged.

Whereas,

The questions to the answers are as follows:

Question 1: Why are you switching from your cook chill facility to a food service management company?

Answer 1: The Juvenile Department would like to explore additional food service providers to ensure that we are offering the highest-quality dining options for our residents.

Question 2: Are any of the locations where you can get reimbursements from USDA based on National School Lunch Program (NSLP) or School Breakfast Program (SBP)?

Answer 2: Yes, all locations are eligible for USDA reimbursement under the National School Lunch Program (NSLP) or School Breakfast Program (SBP) Programs.

Question 3: What are three to five goals that you want to accomplish as a result of this process?

Answer 3: Three goals that the Juvenile department would like to accomplish as a result of this process would be: 1. Enhance the quality, variety, and nutritional value of meal options available to residents; 2. Identify food service providers that can deliver improved service, reliability, and resident satisfaction; and 3. Evaluate cost-effective solutions that maintain high standards while supporting the community's operational and dietary needs.

Question 4: Are we feeding any of the staff in these locations and if so how many per meal period and is it the same menu as the residents?

Answer 4: An estimated 15 staff trays per meal, per day, will be required across all facilities. This number is subject to change based on operational needs. The same menu will be served to both staff and youth.

Question 5: Please confirm that all we do is drop off the food and then Dallas County staff reheats and serves?

Answer 5: The vendor will only be responsible for delivering the food to the juvenile facilities. Dallas County staff will be responsible for reheating and serving the food to residents and staff.

Question 6: Please confirm that you want individualized meals and not meals in bulk where you will serve them on the trays?

Answer 6: Individualized meals are required under this solicitation.

Question 7: You mentioned that we could deliver refrigerated on Friday to cover the weekends. How many days could each location hold if needed to reduce the cost to the County?

Answer 7: Dallas County would prefer that no more than two days' worth of meals be delivered at one time to help ensure the freshness and quality of the food served.

Question 8: Please confirm there are only refrigerators and not freezers at each location.

Answer 8: Dallas County Juvenile Department provides walk-in and/or reach-in coolers at the respective facility locations

Question 9: Are there any breakrooms for the staff that we need to supply coffee or water?

Answer 9: Coffee, water, and related breakroom supplies are not included within the scope of this solicitation.

Question 10: Will the awarded contractor be responsible for supplying hard food trays, spill-proof stainless steel transport containers, insulated transport equipment, and any other meal service equipment required for meal delivery and distribution under this agreement?

Answer 10: Yes, the awarded contractor will be responsible for supplying hard food trays, spill-proof stainless steel transport containers, insulated transport equipment, and any other meal service equipment required for meal delivery and distribution under this agreement

Question 11: Will vendors be required to submit proposals for (1) USDA-compliant meal services only, (2) non-USDA meal services only, or (3) both options if capable?

Answer 11: Both options, if capable.

Question 12: Can you receive weekend meals on Friday for the weekend?

Answer 12: Yes, Dallas County can receive weekend meals on Friday for the weekend.

Question 13: Is the vendor required to deliver meals only to the designated exterior receiving dock, or will the vendor be permitted to transport and deliver food inside the facility?

Answer 13: The vendor will only be responsible for delivering food to the designated loading dock delivery locations.

Question 14: Holiday Meal Planning: For the specified holidays (Cinco de Mayo, July 4th, Thanksgiving, Christmas), are meal counts typically higher than regular operating days? What does the normal meal count range for holiday service? Are there any other holidays or observances not listed that the contractor should anticipate?

Answer 14: The meal counts are typically the same for holidays. The meal count for holiday service will be the same as the daily count for non-holiday meals. No other holidays should be listed.

Question 15: Special Meals: Could you provide an estimated annual or monthly volume of special meals (outside of regular orders) that the contractor should expect?

Answer 15: Dallas County Juvenile Department estimates an average of approximately 25 special diet meals per day across all facilities. However, this volume may vary based on resident allergies, medical dietary restrictions, and any temporary dietary needs related to medical or dental procedures.

Question 16: Background Check Requirements: The RFP states that vendors are responsible for conducting background checks on all employees. What specific background check standards, criteria, or scopes are required?

Answer 16: The awarded vendor will be required to complete Criminal Justice Information Services (CJIS) Security Awareness Training and Certification provided through CJIS Online for all employees assigned to the project. The vendor must also complete a Security Addendum for the company and an individual addendum form for each employee working on the project. A blank Security Addendum has been provided by way of this addendum.

Question 17: Quality Evaluation Metrics: The RFP lists meal evaluation criteria including taste, texture, appearance, freshness, and temperature. Are there specific, measurable standards for each criterion? Is there a scoring rubric used to assess meal quality, and how frequently are meals formally evaluated post-award?

Answer 17: Meal quality may be evaluated based on taste, texture, appearance, freshness, and temperature using the following scoring scale: 5 = Excellent, 4 = Good, 3 = Acceptable, 2 = Poor, and 1 = Unacceptable. However, there is no formal scoring rubric utilized to assess meal quality for vendors under this solicitation.

Question 18: Boxed Lunch Alternative Service: The RFP references a boxed lunch alternative meal service when requested in advance. What is the typical frequency of these requests? How much advance notice is required to prepare boxed lunches, and are the nutritional and cost requirements identical to standard meals?

Answer 18: This requirement would primarily apply in emergency or inclement weather situations. The cost structure would remain consistent; however, the nutritional requirements may be adjusted to accommodate non-perishable foods that do not require refrigeration or cooking.

Question 19: Additional Holiday and Special Observance Menus: Beyond the four specified holidays (Cinco de Mayo, July 4th, Thanksgiving, Christmas), are there other cultural or religious observances for which special menus should be prepared (e.g., Kwanzaa, Lunar New Year, Ramadan)?

Answer 19: No additional holiday or special observance menus are required beyond the four specified holidays unless otherwise indicated on an approved special diet notification form.

Question 20: Proposal Cost Sheet Format: We are unable to access Attachment A (Proposal Cost Sheet). Can you clarify the specific line items, cost categories, and pricing structure required? Should vendors propose per-meal pricing, per-facility pricing, or a combination of both? What is the expected level of cost breakdown?

Answer 20: Attachment A – Cost Sheet has been revised by way of this addendum. Respondents are required to provide pricing by facility and by year for projected meal counts over the five-year term, including breakfast, lunch, dinner, and snacks for each facility. The Cost Sheet must be completed in its entirety. Respondents may include annual pricing increases to account for market fluctuations.

Question 21: Annual Price Increase Documentation: The RFP states that price increases shall not exceed 5% annually and require supporting documentation. What specific documentation is expected (e.g., commodity price indices, labor cost increases, CPI)? What is the exact timeline and process for submitting these requests?

Answer 21: Supporting documentation for annual price increase requests may include, but is not limited to, commodity price indices (such as CPI), labor cost increases, and other verifiable market or industry data substantiating the requested adjustment. The vendor shall submit all supporting documentation to the assigned Purchasing Agent for review. Upon review, the Purchasing Agent will determine whether the request remains within the allowable threshold, including the 25% cumulative contract cap, or whether it requires escalation or formal amendment processing.

Question 22: Cumulative Price Increase Cap: The RFP specifies that cumulative change orders and/or price increases shall not exceed 25% of the original awarded amount during the contract term. Is this 25% calculated against the total five-year contract value or on an annual basis? Are price increases and change orders treated differently under this cap?

Answer 22: The 25% limitation is calculated against the total five-year contract value. Attachment A – Cost Sheet provides for yearly pricing; therefore, respondents may include anticipated annual price increases within their submissions.

Question 23: Monthly Invoicing and Payment Processing: Beyond the standard invoice requirements listed in the RFP (name, address, PO number, contact info), what additional supporting records must accompany monthly invoices (e.g., daily meal counts, signed proof of delivery, quality certifications)?

Answer 23: In addition to the standard invoice requirements outlined in the RFP, the following supporting documentation shall be submitted with monthly invoices: temperature logs, production records, health inspection reports, pest control reports, food handler certifications, food manager licenses, and receipts of purchases and inventory on hand. Background checks shall be provided upon request only.

Question 24: Meal Storage Space Allocation: Per yesterday's discussion, could you please clarify whether the Sheriff's Office plans to retain the current meal delivery carts or allow the transitioning vendor to utilize them?

Answer 24: All equipment and supplies will remain the property of the Sheriff's Department. The vendor shall be responsible for providing its own delivery carts and any other required equipment necessary to perform meal services under the contract.

Question 25: Bonding Requirements: The RFP addresses insurance requirements but does not explicitly mention bonding. Are performance bonds, bid bonds, or payment bonds required? If so, what are the required dollar amounts and terms?

Answer 25: The RFP does not require bid bonds, performance bonds, or payment bonds. No bonding requirements are applicable to this solicitation unless otherwise specified in the final executed contract.

Question 26: Food Product Liability Coverage: The RFP requires Commercial General Liability (\$1M/\$2M) and Automobile Liability (\$500K) coverage. Are there separate, specific food product liability limits required? Should the policy explicitly include coverage for foodborne illness, food contamination, or product recalls?

Answer 26: The RFP does not establish separate, specific limits for food product liability coverage beyond the required Commercial General Liability and Automobile Liability coverage. However, the Commercial General Liability policy is expected to include coverage for claims related to foodborne illness, food contamination, and product-related risks, including recalls where applicable.

Question 27: Partial Award or Multi-Vendor Scenario: The RFP states the County's intent is to award this solicitation in its entirety but reserves the right to award in the method most advantageous to the County. What does a "partial award" entail? Could separate vendors be selected for different facilities or specific meal categories?

Answer 27: Per Section IX, Award Method, on Page 14, the County's intent is to award this solicitation in its entirety; however, the County reserves the right to make an award in the manner that is most advantageous to the County.

Question 28: Post-Award Presentation/Demonstration Requirements: The RFP indicates that selected proposers may be expected to make a presentation or product demonstration to an evaluation committee. At what stage of the evaluation does this occur? What format is expected (e.g., in-person, virtual, slide deck, hands-on tasting), and how much time is typically allocated?

Answer 28: Once the solicitation has closed, the project will proceed to the evaluation phase, which will include a one-hour in-person vendor presentation, followed by a 15-minute question-and-answer session and a 15-minute in-person taste test.

Question 29: Menu Revision and Feedback Loop: Beyond the required monthly menu submission (7 days prior to the following month), what mechanisms exist for DCJD to provide feedback on meals served? Are there formal menu review meetings, and if so, how frequently do they occur? How are suggestions from youth and staff incorporated into menu planning?

Answer 29: There will be a food service committee to provide menu feedback and suggestions from residents and staff. The committee will meet quarterly.

Question 30: Performance Metrics and Success Measurement: The RFP asks vendors to describe how performance and service success will be measured. Are there established KPIs that DCJD uses to evaluate meals (e.g., temperature compliance rates, customer satisfaction scores, waste reduction targets)? What specific performance deficiencies trigger formal reviews or corrective action plans?

Answer 30: Repeated resident complaints regarding food quality, taste and variety; Failure to meet contractual service standards; Food safety violations, sanitation concern, or failed health inspections; Inconsistent meal delivery times; lack of responsiveness to prior concerns or unresolved service issues; and noncompliance with regulatory, facility policies, and licensing.

Question 31: Can you please clarify the total number of meals per day we would need to serve? The RFP states 1,379,700 per year however when I add up using the totals listed on page 6 it is much lower. 252 meals would need to be served per day across all facilities, and 252 snacks would need to be served per day across all facilities

Answer 31: The estimated quantities are based on the total projected number of meals and snacks to be served over the five-year term of the agreement. The breakdown is further detailed in the Cost Sheet. The total estimated quantity of 1,379,700 represents breakfast, lunch, and dinner meals only across all facilities for five years. The estimated daily population across all facilities is 252 residents, broken down as follows: 133 Detention, 28 Letot, 45 Youth Village, and 46 Medlock.

Based on three meals per resident per day:

252 residents × 3 meals per day = 756 meals daily

756 meals daily × 365 days = 275,940 meals annually

275,940 meals annually × 5 years = 1,379,700 total estimated meals

The separate estimated quantity for snacks across all facilities is 459,900 over the five-year term, calculated as follows:

252 snacks daily × 365 days = 91,980 snacks annually

91,980 snacks annually × 5 years = 459,900 total estimated snacks

These estimates are also reflected on page 6 of the RFP and within the revised Cost Sheet.

Question 32: Do you plan on separating service by grade levels, K-8 or 9-12? If not, are you using 9-12 as your regulation portion size ?

Answer 32: No, meal service will not be separated by grade levels. The 9–12 portion size requirements shall be used for all residents across all facilities. All residents are served the same portion sizes regardless of age or grade level.

Question 33: 1. Do individual allergens need to be addressed for each person? 2. Do you require different portion sizes for different age groups? or do all children aged 10-17 get the same portion sizes per meal?

Answer 33: Alternative trays are required only in accordance with approved medical orders. Please refer to Answer 32 for portion size.

Whereas,

The due date for this proposal has been extended by way of this addendum to June 18, 2026, at 2:00 p.m. CST.

Bid Reading Link for June 18, 2026:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NmU3OTFmNDctNmlyMy00NTI5LWEyZGQtMTZjNzAyZmMzMWE5%40thread.v2/0?context=%7B%22Tid%22%3A%2251adcfad-72f1-479c-b28f-52412e04014b%22%2C%22Oid%22%3A%22d34267e4-617b-4d0c-9984-9ac6edcceb57%22%2C%22IsBroadcastMeeting%22%3Atrue%2C%22role%22%3A%22a%22%7D&btype=a&role=a

Except as provided herein/above, all other specification requirements of the original solicitation referenced shall remain unchanged in full force and effect. This addendum should be signed and returned with your Solicitation package on or before 6/18/2026, @ 2:00 P.M. (CST).

Addendum No. 2 - RFP-2026-028-7113

Vended Meals Food Services – Juvenile Department

PROPOSED SERVICE COVER SHEET

Proposed Service Category: Indicate the service proposed by placing a check mark beside the appropriate category.

1	USDA-Compliant Meal Services Only	
2	Non-USDA Meal Services Only	

Note: **If applying under more than one service category, separate proposals must be submitted for each category.**

RESPONDENT'S INFORMATION	
Vendor Full Legal Name:	
Vendor Address:	
Authorized Signature Name:	
Person Completing Proposal:	
Phone Number:	
Fax Number:	
Email Address:	

Agency Identification

Agency Name JUVENILE DEPARTMENT		ORI
Agency Address 2600 LONE STAR DR		
City DALLAS		Zip
Agency Representative (Title and Name) KEDRICK SMITH		
Phone Number 214-698-4289		Fax Number
Email address KEDRICK.SMITH@DALLASCOUNTY.ORG		

Contractor Identification

Company Name		Service Providing Agency	
Company Address			
City		State	Zip
Contractor Representative (Title and Name)			
Phone Number		Fax Number	
Email address			

Visit our website www.dps.texas.gov/securityreview for information on submitting vendor/contractor fingerprints.

Email can be sent to: security.committee@dps.texas.gov

Main office number is: (512) 424-5686

Parties may use the following Security Addendum with the Texas Signatory Page or, in their contract, choose to incorporate the Security Addendum by reference. If the Addendum is incorporated by reference into the contract, a copy of the contract must be provided to the TX DPS CJIS Security Office.

**FEDERAL BUREAU OF INVESTIGATION
CRIMINAL JUSTICE INFORMATION SERVICES
SECURITY ADDENDUM
Legal Authority for and Purpose and Genesis of the
Security Addendum**

Traditionally, law enforcement and other criminal justice agencies have been responsible for the confidentiality of their information. Accordingly, until mid-1999, the Code of Federal Regulations Title 28, Part 20, subpart C, and the National Crime Information Center (NCIC) policy paper approved December 6, 1982, required that the management and exchange of criminal justice information be performed by a criminal justice agency or, in certain circumstances, by a noncriminal justice agency under the management control of a criminal justice agency.

In light of the increasing desire of governmental agencies to contract with private entities to perform administration of criminal justice functions, the FBI sought and obtained approval from the United States Department of Justice (DOJ) to permit such privatization of traditional law enforcement functions under certain controlled circumstances. In the Federal Register of May 10, 1999, the FBI published a Notice of Proposed Rulemaking, announcing as follows:

1. Access to CHRI [Criminal History Record Information] and Related Information, Subject to Appropriate Controls, by a Private Contractor Pursuant to a Specific Agreement with an Authorized Governmental Agency To Perform an Administration of Criminal Justice Function (Privatization). Section 534 of title 28 of the United States Code authorizes the Attorney General to exchange identification, criminal identification, crime, and other records for the official use of authorized officials of the federal government, the states, cities, and penal and other institutions. This statute also provides, however, that such exchanges are subject to cancellation if dissemination is made outside the receiving departments or related agencies. Agencies authorized access to CHRI traditionally have been hesitant to disclose that information, even in furtherance of authorized criminal justice functions, to anyone other than actual agency employees lest such disclosure be viewed as unauthorized. In recent years, however, governmental agencies seeking greater efficiency and economy have become increasingly interested in obtaining support services for the administration of criminal justice from the private sector. With the concurrence of the FBI's Criminal Justice Information Services (CJIS) Advisory Policy Board, the DOJ has concluded that disclosures to private persons and entities providing support services for criminal justice agencies may, when subject to appropriate controls, properly be viewed as permissible disclosures for purposes of compliance with 28 U.S.C. 534.

We are therefore proposing to revise 28 CFR 20.33(a) (7) to provide express authority for such arrangements. The proposed authority is similar to the authority that already exists in 28 CFR 20.21(b)(3) for state and local CHRI systems. Provision of CHRI under this authority would only be permitted pursuant to a specific agreement with an authorized governmental

agency for the purpose of providing services for the administration of criminal justice. The agreement would be required to incorporate a security addendum approved by the Director of the FBI (acting for the Attorney General). The security addendum would specifically authorize access to CHRI, limit the use of the information to the specific purposes for which it is being provided, ensure the security and confidentiality of the information consistent with applicable laws and regulations, provide for sanctions, and contain such other provisions as the Director of the FBI (acting for the Attorney General) may require. The security addendum, buttressed by ongoing audit programs of both the FBI and the sponsoring governmental agency, will provide an appropriate balance between the benefits of privatization, protection of individual privacy interests, and preservation of the security of the FBI's CHRI systems.

The FBI will develop a security addendum to be made available to interested governmental agencies. We anticipate that the security addendum will include physical and personnel security constraints historically required by NCIC security practices and other programmatic requirements, together with personal integrity and electronic security provisions comparable to those in NCIC User Agreements between the FBI and criminal justice agencies, and in existing Management Control Agreements between criminal justice agencies and noncriminal justice governmental entities. The security addendum will make clear that access to CHRI will be limited to those officers and employees of the private contractor or its subcontractor who require the information to properly perform services for the sponsoring governmental agency, and that the service provider may not access, modify, use, or disseminate such information for inconsistent or unauthorized purposes.

Consistent with such intent, Title 28 of the Code of Federal Regulations (C.F.R.) was amended to read:

§ 20.33 Dissemination of criminal history record information.

- a) Criminal history record information contained in the Interstate Identification Index (III) System and the Fingerprint Identification Records System (FIRS) may be made available:
 - 1) To criminal justice agencies for criminal justice purposes, which purposes include the screening of employees or applicants for employment hired by criminal justice agencies.
 - 2) To noncriminal justice governmental agencies performing criminal justice dispatching functions or data processing/information services for criminal justice agencies; and
 - 3) To private contractors pursuant to a specific agreement with an agency identified in paragraphs (a)(1) or (a)(6) of this section and for the purpose of providing services for the administration of criminal justice pursuant to that agreement. The agreement must incorporate a security addendum approved by the Attorney General of the United

States, which shall specifically authorize access to criminal history record information, limit the use of the information to the purposes for which it is provided, ensure the security and confidentiality of the information consistent with these regulations, provide for sanctions, and contain such other provisions as the Attorney General may require. The power and authority of the Attorney General hereunder shall be exercised by the FBI Director (or the Director's designee).

This Security Addendum, appended to and incorporated by reference in a government-private sector contract entered into for such purpose, is intended to insure that the benefits of privatization are not attained with any accompanying degradation in the security of the national system of criminal records accessed by the contracting private party. This Security Addendum addresses both concerns for personal integrity and electronic security which have been addressed in previously executed user agreements and management control agreements.

A government agency may privatize functions traditionally performed by criminal justice agencies (or noncriminal justice agencies acting under a management control agreement), subject to the terms of this Security Addendum. If privatized, access by a private contractor's personnel to NCIC data and other CJIS information is restricted to only that necessary to perform the privatized tasks consistent with the government agency's function and the focus of the contract. If privatized the contractor may not access, modify, use or disseminate such data in any manner not expressly authorized by the government agency in consultation with the FBI.

**FEDERAL BUREAU OF INVESTIGATION
CRIMINAL JUSTICE INFORMATION SERVICES
SECURITY ADDENDUM**

The goal of this document is to augment the CJIS Security Policy to ensure adequate security is provided for criminal justice systems while (1) under the control or management of a private entity or (2) connectivity to FBI CJIS Systems has been provided to a private entity (contractor). Adequate security is defined in Office of Management and Budget Circular A-130 as “security commensurate with the risk and magnitude of harm resulting from the loss, misuse, or unauthorized access to or modification of information.”

The intent of this Security Addendum is to require that the Contractor maintain a security program consistent with federal and state laws, regulations, and standards (including the CJIS Security Policy in effect when the contract is executed), as well as with policies and standards established by the Criminal Justice Information Services (CJIS) Advisory Policy Board (APB).

This Security Addendum identifies the duties and responsibilities with respect to the installation and maintenance of adequate internal controls within the contractual relationship so that the security and integrity of the FBI's information resources are not compromised. The security program shall include consideration of personnel security, site security, system security, and data security, and technical security.

The provisions of this Security Addendum apply to all personnel, systems, networks and support facilities supporting and/or acting on behalf of the government agency.

1.00 Definitions

1.01 Contracting Government Agency (CGA) - the government agency, whether a Criminal Justice Agency or a Noncriminal Justice Agency, which enters into an agreement with a private contractor subject to this Security Addendum.

1.02 Contractor - a private business, organization or individual which has entered into an agreement for the administration of criminal justice with a Criminal Justice Agency or a Noncriminal Justice Agency.

2.00 Responsibilities of the Contracting Government Agency.

2.01 The CGA will ensure that each Contractor employee receives a copy of the Security Addendum and the CJIS Security Policy and executes an acknowledgment of such receipt and the contents of the Security Addendum. The signed acknowledgments shall remain in the possession of the CGA and available for audit purposes.

3.00 Responsibilities of the Contractor.

3.01 The Contractor will maintain a security program consistent with federal and state laws, regulations, and standards (including the CJIS Security Policy in effect when the contract is executed), as well as with policies and standards established by the Criminal Justice Information Services (CJIS) Advisory Policy Board (APB).

4.00 Security Violations.

4.01 The CGA must report security violations to the CJIS Systems Officer (CSO) and the Director, FBI, along with indications of actions taken by the CGA and Contractor.

4.02 Security violations can justify termination of the appended agreement.

4.03 Upon notification, the FBI reserves the right to:

- a. Investigate or decline to investigate any report of unauthorized use;
- b. Suspend or terminate access and services, including telecommunications links. The FBI will provide the CSO with timely written notice of the suspension. Access and services will be reinstated only after satisfactory assurances have been provided to the FBI by the CGA and Contractor. Upon termination, the Contractor's records containing CHRI must be deleted or returned to the CGA.

5.00 Audit

5.01 The FBI is authorized to perform a final audit of the Contractor's systems after termination of the Security Addendum.

6.00 Scope and Authority

6.01 This Security Addendum does not confer, grant, or authorize any rights, privileges, or obligations on any persons other than the Contractor, CGA, CJA (where applicable), CSA, and FBI.

6.02 The following documents are incorporated by reference and made part of this agreement: (1) the Security Addendum; (2) the NCIC 2000 Operating Manual; (3) the CJIS Security Policy; and (4) Title 28, Code of Federal Regulations, Part 20. The parties are also subject to applicable federal and state laws and regulations.

6.03 The terms set forth in this document do not constitute the sole understanding by and between the parties hereto; rather they augment the provisions of the CJIS Security Policy to provide a minimum basis for the security of the system and contained information and it is understood that there may be terms and conditions of the appended Agreement which impose more stringent requirements upon the Contractor.

6.04 This Security Addendum may only be modified by the FBI, and may not be modified by the parties to the appended Agreement without the consent of the FBI.

6.05 All notices and correspondence shall be forwarded by First Class mail to:

Assistant Director
Criminal Justice Information Services Division, FBI
1000 Custer Hollow Road
Clarksburg, West Virginia 26306

**FEDERAL BUREAU OF INVESTIGATION
CRIMINAL JUSTICE INFORMATION SERVICES
SECURITY ADDENDUM
CERTIFICATION**

I hereby certify that I am familiar with the contents of (1) the Security Addendum, including its legal authority and purpose; (2) the NCIC 2000 Operating Manual; (3) the CJIS Security Policy; and (4) Title 28, Code of Federal Regulations, Part 20, and agree to be bound by their provisions.

I recognize that criminal history record information and related data, by its very nature, is sensitive and has potential for great harm if misused. I acknowledge that access to criminal history record information and related data is therefore limited to the purpose(s) for which a government agency has entered into the contract incorporating this Security Addendum. I understand that misuse of the system by, among other things: accessing it without authorization; accessing it by exceeding authorization; accessing it for an improper purpose; using, disseminating or re-disseminating information received as a result of this contract for a purpose other than that envisioned by the contract, may subject me to administrative and criminal penalties. I understand that accessing the system for an appropriate purpose and then using, disseminating or re-disseminating the information received for another purpose other than execution of the contract also constitutes misuse. I further understand that the occurrence of misuse does not depend upon whether or not I receive additional compensation for such authorized activity. Such exposure for misuse includes, but is not limited to, suspension or loss of employment and prosecution for state and federal crimes.

Signature of Contractor Employee

Date

Printed or Typed Contractor Employee Name

Sex: ____ Race: _____ DOB: _____ State/ID or DL: _____

Signature of Contractor Representative

Date

Printed or Typed Name of Contractor
Representative

Organization Name and Representative's Title

Texas Signatory Page

The undersigned parties agree that the *Security Addendum* is now a part of the contract between the entities. The parties agree to abide by all requirements of the *Security Addendum* and the *CJIS Security Policy*, and it shall remain in force for the term of the contract. Any violation of this addendum constitutes a breach of the contract.

To the extent there is a conflict between a confidentiality clause in the underlying contract and the *Security Addendum* and/or the *CJIS Security Policy*, the *Security Addendum* and the *CJIS Security Policy* shall govern any information covered by the *Security Addendum* and/or the *CJIS Security Policy*.

(To be signed and dated by the vendor(s) and law enforcement agency representative(s) who signed the original contract, or at least who have authority to bind each entity – to include subcontractor services; third party service provider if applicable)

Sheriff Marian Brown

Printed Name of Agency Representative

Signature of Agency Representative

Sheriff

Title

Dallas County Sheriff's Dept TX0570000

Agency Name and ORI

Date

Printed Name of Vendor (Contractor) Representative

Signature of Vendor (Contractor) Representative

Title

Vendor Organization Name

Date

Printed Name of Vendor (Sub-Contractor)
Representative

Signature of Vendor (Sub-Contractor) Representative

Title

Vendor Organization Name

Date

Fill in Pink Fields ONLY

RFP 2026-028-7113- Vended Meals Food Services for the Juvenile Department Nutrition Program	Company Full Legal Name Including DBA: Company Address: Point of Contact: Point of Contact Email: Point of Contact Phone Number:																		
	Service Description	Five-Year Estimated Quantity	Unit Of Measure	Year One Qty	Year One Price	Year One Extended Total	Year Two Qty	Year Two Price	Year Two Extended Total	Year Three Qty	Year Three Price	Year Three Extended Total	Year Four Qty	Year Four Price	Year Four Extended Total	Year Five Qty	Year Five Price	Year Five Extended Total	Grand Total
Dr. Jerome McNeil Jr. Juvenile Detention Ctr. - Breakfast	242,725	Each	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -
Dr. Jerome McNeil Jr. Juvenile Detention Ctr. - Lunch	242,725	Each	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -
Dr. Jerome McNeil Jr. Juvenile Detention Ctr. - Dinner	242,725	Each	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -
Dr. Jerome McNeil Jr. Juvenile Detention Ctr. - Snacks	242,725	Each	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -	\$ -	48,545	\$ -
Letot Center RTC - Breakfast	32,850	Each	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -
Letot Center RTC - Lunch	32,850	Each	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -
Letot Center RTC - Dinner	32,850	Each	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -
Letot Center RTC - Snacks	32,850	Each	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -	\$ -	6,570	\$ -
Letot Shelter - Breakfast	18,250	Each	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -
Letot Shelter - Lunch	18,250	Each	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -
Letot Shelter - Dinner	18,250	Each	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -
Letot Shelter - Snacks	18,250	Each	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -	\$ -	3,650	\$ -
Youth Village - Breakfast	82,125	Each	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -
Youth Village - Lunch	82,125	Each	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -
Youth Village - Dinner	82,125	Each	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -
Youth Village - Snacks	82,125	Each	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -	\$ -	16,425	\$ -
Medlock Treatment Center - Breakfast	83,950	Each	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -
Medlock Treatment Center - Lunch	83,950	Each	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -
Medlock Treatment Center - Dinner	83,950	Each	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -
Medlock Treatment Center - Snacks	83,950	Each	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -	\$ -	16,790	\$ -
Grand Total																			