



County of Roanoke

FINANCE DEPARTMENT PURCHASING DIVISION

Dawn M. Rago, Senior Buyer
5204 Bernard Drive SW, Suite 300 F
Roanoke VA 24018
(540) 283-8150
(540) 561-2827 – Fax
drago@roanokecountyva.gov

August 19, 2021

RFP #2021-108

Commissary

for

Roanoke/Salem Jail

ADDENDUM NO. 1

Answer to Questions
Due Date & Time:
September 8, 2021 2:00PM
(Local Prevailing Time)

Addendum No. 1
RFP 2021-108
Commissary for Roanoke Salem Jail

1. Due date has been extended to September 8, 2021 at 2:00 PM.
2. What is the current commissary order and delivery schedule?
Answer: Orders are placed after lockdown (2300 hours) on Mondays and generally prior to 0900 on Tuesday mornings. Orders arrive at the facility by 1000 hours on Thursday and all delivered to inmates on Thursdays.
3. What are your current annual commissary sales?
Answer: \$141,906.93
4. What is the current commission rate?
Answer: 36% of net weekly sales
5. Could you please provide the current commissary contract?
Answer: See Attached
6. Could you please provide some recent commissary invoices?
Answer: See Attached
7. Is there any on-site office or storage space available for vendor use?
Answer: No
8. Could you please provide the current commissary menu?
Answer: See Attached
9. Item F on Page 13 requests a signed Fee Proposal form, however, the form is not included in the RFP. Can a copy of the form please be provided?
Answer: You may use your own pricing sheet.
10. Section 23 of the sample contract on Page 28 is seemingly meant for education-based contracts. Will it be included in the final contract?
Answer: The Contract is an example and will be negotiated.
11. Page 14 Item H requests offerors to list debarments, fines, and terminated contracts. What time frame should be utilized for this request? Will the past five years suffice?
Answer: Any information is required.
11. Page 15 Item C.1 states that the current order form is included as Exhibit A but does not appear in the RFP. Can the County please provide the current menu with pricing?

Answer: Menu Attached

12. Please detail indigent kit pricing and average usage as requested on Page 16.
Please confirm that the facility will be purchasing kits. If any other kits are required, please detail kit contents, pricing, and usage.
Answer: Indigent kits are \$6.65 and include 20 unstamped envelopes, letter pad, flex pen, toothbrush, toothpaste, deodorant, and one pair unisex mesh briefs.
13. Please confirm that vendors will not be required to have three years' experience with the Lockdown Inmate Accounting program. Please confirm that vendors will not be required to have references with the Lockdown Inmate Accounting program. This is a commissary vendor supplied system and as such only the incumbent vendor will have experience utilizing the software.
Answer: Yes, any vendor will be required to have met these requirements
14. Please confirm whether or not the County will consider vendor manufactured products specifically designed for correctional facilities.
Answer: Yes, we would consider all products
15. Please confirm that the facility will empty the intake kiosk.
Answer: Yes
16. Considering the turnaround time between the Q/A period and the due date of the RFP, will the County consider extending the deadline to submit RFPs?
Answer: Due Date is August 25, 2021 at 2:00 PM
17. Will vendors be required to submit redacted physical copies of their proposal?
Answer: Yes
18. Will vendors be able to submit multiple options for the County to choose from, differing in options such as ordering option, technology, pricing, or commission?
Answer: Yes
19. Will the facility permit site tours prior to the opening of the RFP?
Answer: Yes
20. What is the current commission rate?
36% net weekly commission sales
21. Who currently delivers orders to the inmate population?
Answer: A deputy (working off duty as canteen employee) delivers to the inmates
22. Are there currently any onsite employees from the commissary vendor? What space and equipment are provided by the facility?
Answer: No

23. Please provide a breakdown of population per housing unit.
Answer: Current break down of population per housing unit. Population lower due to COVID-19 precautions

3A -11 inmates
3B - 11 inmates
3C - 10 inmates
3D - 5 inmates
3E - 3 inmates
3F - 3 inmates
3G - 5 inmates
3H- 5 inmates
4A - 4 inmates
4B - 21 inmates
5A - 18 inmates
5B - 14 inmates

24. Which party currently takes responsibility for crediting orders?
Answer: A deputy (working off duty as canteen employee)

25. What day and at what time are orders placed? When are orders delivered to the facility? Are all units delivered on one day?
Answer: Orders are placed after lockdown (2300 hours) on Mondays and generally prior to 0900 on Tuesday mornings. Orders arrive at the facility by 1000 hours on Thursday and all delivered to inmates on Thursdays.

26. Will vendors be able to negotiate schedule changes?
Answer: Yes

27. Will vendors be able to offer their own commissary software?
Answer: Yes, as long as it is no cost to us

28. Will vendors be able to offer their own accounting software?
Answer: Yes, as long as it is no cost to us

29. Does the facility charge fees such as booking or medical fees? If so, please detail the charges.
Answer: Facility charges a fee for booking and an admission kit, provided by canteen vendor (soap, comb, toothbrush, toothpaste, and flex pen). \$1 dollar a day housing fee and \$1 for admission kit.

30. Please detail any order limits or restrictions currently in place.
Answer: Current limits are inmates able to order one time per week and are limited to \$100 per order/week.

31. Can sales and usage reports for the past three months be provided?

Answer: Yes, See Attached

32. What is the current average order total per week? Please breakdown by both dollar amount and number of orders.

Answer: Average facility order per week is \$3700 which includes approximately 65 orders

33. What are the current postage sales per week?

Answer: \$12.00

34. Are carts utilized to move orders? If so, will they be provided to vendors or are vendors responsible for providing carts for order delivery?

Answer: Vendor supplied carts are utilized to move the orders to the inmates (currently use laundry bins)

35. Is there a family package program in use at the facility? If so, please detail order frequency, commission rate, spending/weight limits, sales information, and fees for this service.

Answer: No

36. Is there a vending program in use at the facility? If so:

Answer: No

- a. Is vending for inmates, staff, or both?
- b. Please provide a breakdown of number of machines in each housing unit and type of machine (ie snack/ soda/ combination).
- c. What is the commission rate provided for vending sales?
- d. How often are machines restocked?
- e. Are there any limits/ restrictions associated with vending machines?
- f. Who will be responsible for wiring vending machines?

37. Please provide the following details for the current deposit service provider:

- a. Who is the current deposit services provider?

Answer: Oasis

- b. How many lobby kiosks will be required?

Answer: 1 Who will be responsible for emptying kiosks?

Answer: Deputy

- c. What is the current deposit fee structure for each deposit method?

Answer: \$3 dollars per transaction

- d. Are there any limits associated with deposits?

Answer: \$300 dollar maximum per transaction

- e. Please breakout the average monthly inmate trust deposit transaction volume and average dollar amount received by type for phone, web, and kiosk.

Answer: We do not track this information

f. Does the facility currently receive a commission on trust fund deposits? If so, what is it?
Answer: No

38. Does the facility currently utilize tablets? If so, will vendors be able to interface with existing tablets for commissary ordering?
Answer: No

39. Does the current vendor provide release cards?
Answer: Yes

- On average how many inmates are released each month?
Answer: 300
- What is the average dollar amount that a released inmate has?
Answer: We do not track this information
- Does the facility intend to issue a debit card to all inmates being released? Or is there a dollar threshold that must be met?
Answer: Yes
- How many debit release swipes would be required?
Answer: As far as we know, 1.

40. Who is the current food provider? Please state the length of the food service contract.
Answer: Trinity for 4 Years

41. Please provide the hardware requested.

- PCs: 0
- Printers: 0
- Scanners: 0
- Lobby/Deposit Kiosks: 1
- Intake Kiosks: 1
- Debit Release Swipes: 1
- Etc.:

REQUIRED

Sign and return with your bid package

Sign Name:

Print Name:

Date:

Company

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County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Vendor

00000685
Oasis Management Systems Inc
PO Box 791587
Baltimore, MD 21279-1587

Pro forma invoice

Vendor invoice number S30138848
Vendor invoice date 7/9/2021
Date 7/29/2021
Purchase order PO00030874
LF Document # **0100211792**

Deionna M
7/29/21

LINE #	Description	Quantity	Unit	Unit price	Total
1	Commissary Service Weekending 07/10/21 580048-2-C31-3106-C124-C301---103-	1.00	ea	2,019.92	2,019.92
					\$2,019.92

Invoice

5

Management Systems, Inc.

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587
(800) 956-2747 (800) 95-OASIS

Date 07/09/2021
Invoice # S30138848
Cust id 75
Weekending 07/10/2021
Period 7
Lockdown # 1060

Sold To :

ATTN: MICHAEL ARRINGTON
ROANOKE COUNTY JAIL
401 EAST MAIN STREET
SALEM, VA 24153

Ship To :

ROANOKE COUNTY JAIL
P.O. BOX 280
MEADOWVIEW, VA 24361

Comments/Sale Date: 07/06/2021

Import #: S3013884

Item #	Description	Net Subtotal
100	BEVERAGES	413.10
200	CHIPS/SNACKS	1,658.85
300	CANDY/PASTRY	678.05
500	HYGIENE	175.15
600	CLOTHING	65.60
700	MISCELLANEOUS	142.15
800	POSTAL	14.86

Subtotal : \$3,147.76
Sales Tax : \$0.00
Subtotal Plus Sales Tax : \$3,147.76
Pass Thru Items: \$0.00
Commission : (\$1,127.84)
Please Pay : \$2,019.92

580048-3106-103

0.00

Please Remit Payment to:

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587

Thank You For Your Business

byInvoiceWeekly

Quality Inmate Commissary Services



Finance Department - Purchasing Division

5204 Bernard Dr. Suite 300-F | Roanoke, VA | 24018

Phone (540) 772-2061 | Fax (540) 772-2074

www.RoanokeCountyVA.gov/Purchasing

7/28/2021

PO00030874-1

REQUESTOR:

Debra Norman

VENDOR:

00000685

Oasis Management Systems Inc

5320 Lake Pointe Center Drive

Suite A

Cumming, GA 30041

DELIVER TO:

Jail

401 East Main Street
Salem, VA 24153

CONTRACT #:

C0000245

DELIVERY TERMS:

FOB

DELIVERY DATE:

07/28/2021

PAYMENT TERMS:

Net30

LINE	#	DESCRIPTION	LEDGER ACCOUNT	UNIT PRICE	QTY	UOM	TOTAL
1		Commissary Service Weekending 07/10/21	580048-2-C31-3106-C124-C301--- 103-	\$2,019.92	1.00	ea	\$2,019.92

INVOICE TO:

Sheriff

305 E. Main St.
Salem, VA 24153

TOTAL:

\$2,019.92

A handwritten signature in black ink, appearing to read "W L Heath Honaker".

W L Heath Honaker

Purchasing Manager

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Telephone
Fax
Giro
Tax registration number

1(540)772-2020

Oasis Management Systems Inc
5320 Lake Pointe Center Drive
Suite A
Cumming, GA 30041

Product receipt

Page 1 of 1
Purchase order PO00030874
Date 7/29/2021
Packing slip S30138848dn
Internal product receipt IP00035036

Delivery address
Jail
401 East Main Street
Salem, VA 24153

Item number	Description	Ordered Unit	Received	Remaining quantity
	Commissary Service Weekending 07/10/21	1.00 ea	1.00	0.00

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Vendor

00000685

Oasis Management Systems Inc
PO Box 791587
Baltimore, MD 21279-1587

Pro forma invoice

Vendor invoice number 30127079
Vendor invoice date 7/9/2021
Date 7/29/2021
Purchase order PO00030885
LF Document # **0100211814**

DInorman
7/29/21

LINE #	Description	Quantity	Unit	Unit price	Total
1	Commissary Service Weekending 07/10/21 580048-2-C31-3106-C124-C301---103-	1.00	ea	300.00	300.00
					\$300.00

Invoice

1

Management Systems, Inc.

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587
(800) 956-2747 (800) 95-OASIS

Date 07/09/2021
Invoice # 30127079
Cust id 75
Weekending 07/10/2021
Period 7
Lockdown #

Sold To :

ATTN: MICHAEL ARRINGTON
ROANOKE COUNTY JAIL
401 EAST MAIN STREET
SALEM, VA 24153

Ship To :

ROANOKE COUNTY JAIL
P.O. BOX 280
MEADOWVIEW, VA 24361

Comments/Sale Date:

400 ADMIN KITS

Import #:

Item #	Description	Net Subtotal
900	INDIGENT	300.00
	Subtotal :	\$300.00
	Sales Tax :	\$0.00
	Subtotal Plus Sales Tax :	<u>\$300.00</u>
	Pass Thru Items:	\$0.00
	Commission :	\$0.00
	Please Pay :	<u>\$300.00</u>

580048-3106-103

0.00

Please Remit Payment to:

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587

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Quality Inmate Commissary Services



Finance Department - Purchasing Division

5204 Bernard Dr. Suite 300-F | Roanoke, VA | 24018

Phone (540) 772-2061 | Fax (540) 772-2074

www.RoanokeCountyVA.gov/Purchasing

7/29/2021

PO00030885-1

REQUESTOR:

Debra Norman

VENDOR:

00000685

Oasis Management Systems Inc

5320 Lake Pointe Center Drive

Suite A

Cumming, GA 30041

DELIVER TO:

Jail

401 East Main Street
Salem, VA 24153

CONTRACT #:

C0000245

FOB

DELIVERY TERMS:

07/29/2021

DELIVERY DATE:

Net30

PAYMENT TERMS:

LINE	#	DESCRIPTION	LEDGER ACCOUNT	UNIT PRICE	QTY	UOM	TOTAL
1		Commissary Service Weekending 07/10/21	580048-2-C31-3106-C124-C301--- 103-	\$300.00	1.00	ea	\$300.00

INVOICE TO:

Sheriff
305 E. Main St.
Salem, VA 24153

TOTAL: **\$300.00**

A handwritten signature in black ink, appearing to read "W L Heath Honaker".

W L Heath Honaker
Purchasing Manager

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Telephone
Fax
Giro
Tax registration number

1(540)772-2020

Oasis Management Systems Inc
5320 Lake Pointe Center Drive
Suite A
Cumming, GA 30041

Product receipt

Page	1 of 1
Purchase order	PO00030885
Date	7/29/2021
Packing slip	30127079dn
Internal product receipt	IP00035039

Delivery address
Jail
401 East Main Street
Salem, VA 24153

Item number	Description	Ordered	Unit	Received	Remaining quantity
	Commissary Service Weekending 07/10/21	1.00	ea	1.00	0.00

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Vendor

00000685
Oasis Management Systems Inc
PO Box 791587
Baltimore, MD 21279-1587

Pro forma invoice

Vendor invoice number 30127080
Vendor invoice date 7/9/2021
Date 7/29/2021
Purchase order PO00030886
LF Document # **0100211815**

LINE #	Description	Quantity	Unit	Unit price	Total
1	Commissary Service Weekending 07/10/21 580048-2-C31-3106-C124-C301---103-	1.00	ea	268.80	268.80
					\$268.80

DNormal
7/29/21

Invoice

2

Management Systems, Inc.
OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587
(800) 956-2747 (800) 95-OASIS

Date 07/09/2021
Invoice # 30127080
Cust id 75
Weekending 07/10/2021
Period 7
Lockdown #

Sold To :

ATTN: MICHAEL ARRINGTON
ROANOKE COUNTY JAIL
401 EAST MAIN STREET
SALEM, VA 24153

Ship To :

ROANOKE COUNTY JAIL
P.O. BOX 280
MEADOWVIEW, VA 24361

Comments/Sale Date:**Import #:**

60 WEEKENDER KITS

Item #	Description	Net Subtotal
200	CHIPS/SNACKS	<u>420.00</u>
Subtotal :		\$420.00
Sales Tax :		\$0.00
Subtotal Plus Sales Tax :		<u>\$420.00</u>
Pass Thru Items:		\$0.00
Commission :		(\$151.20)
Please Pay :		<u>\$268.80</u>

580048-3106-103

0.00

Please Remit Payment to:

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587

Thank You For Your Business

byInvoiceWeekly

Quality Inmate Commissary Services



Finance Department - Purchasing Division

5204 Bernard Dr. Suite 300-F | Roanoke, VA | 24018

Phone (540) 772-2061 | Fax (540) 772-2074

www.RoanokeCountyVA.gov/Purchasing

7/29/2021

PO00030886-1

REQUESTOR:

Debra Norman

VENDOR:

00000685

Oasis Management Systems Inc

5320 Lake Pointe Center Drive

Suite A

Cumming, GA 30041

DELIVER TO:

Jail

401 East Main Street
Salem, VA 24153

CONTRACT #:

C0000245

DELIVERY TERMS:

FOB

DELIVERY DATE:

07/29/2021

PAYMENT TERMS:

Net30

LINE #	DESCRIPTION	LEDGER ACCOUNT	UNIT PRICE	QTY	UOM	TOTAL
1	Commissary Service Weekending 07/10/21	580048-2-C31-3106-C124-C301--- 103-	\$268.80	1.00	ea	\$268.80

INVOICE TO:

Sheriff

305 E. Main St.
Salem, VA 24153

TOTAL:

\$268.80

A handwritten signature in black ink, appearing to read "W L Heath Honaker".

W L Heath Honaker
Purchasing Manager

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Telephone
Fax
Giro
Tax registration number

1(540)772-2020

Oasis Management Systems Inc
5320 Lake Pointe Center Drive
Suite A
Cumming, GA 30041

Product receipt

Page 1 of 1
Purchase order PO00030886
Date 7/29/2021
Packing slip 30127080dn
Internal product receipt IP00035040

Delivery address
Jail
401 East Main Street
Salem, VA 24153

Item number	Description	Ordered Unit	Received	Remaining quantity
	Commissary Service Weekending 07/10/21	1.00 ea	1.00	0.00

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Vendor

00000685

Oasis Management Systems Inc
PO Box 791587
Baltimore, MD 21279-1587

Pro forma invoice

Vendor invoice number S30138847
Vendor invoice date 7/9/2021
Date 7/29/2021
Purchase order PO00030875
LF Document # **0100211816**

DNorrell
7/29/21

LINE #	Description	Quantity	Unit	Unit price	Total
1	Commissary Service Weekending 07/10/21 580048-2-C31-3106-C124-C301---103-	1.00	ea	19.95	19.95 \$19.95

Invoice

4

Management Systems, Inc.
OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587
(800) 956-2747 (800) 95-OASIS

Date 07/09/2021
Invoice # S30138847
Cust id 75
Weekending 07/10/2021
Period 7
Lockdown # 1059

Sold To :

ATTN: MICHAEL ARRINGTON
ROANOKE COUNTY JAIL
401 EAST MAIN STREET
SALEM, VA 24153

Ship To :

ROANOKE COUNTY JAIL
P.O. BOX 280
MEADOWVIEW, VA 24361

Comments/Sale Date: 07/06/2021**Import #:** S3013884

Item #	Description	Net Subtotal
900	INDIGENT	19.95
	Subtotal :	\$19.95
	Sales Tax :	\$0.00
	Subtotal Plus Sales Tax :	\$19.95
	Pass Thru Items:	\$0.00
	Commission :	\$0.00
	Please Pay :	\$19.95

580048-3106-103

0.00

Please Remit Payment to:

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587

Thank You For Your Business

byInvoiceWeekly

Quality Inmate Commissary Services



Finance Department - Purchasing Division

5204 Bernard Dr. Suite 300-F | Roanoke, VA | 24018

Phone (540) 772-2061 | Fax (540) 772-2074

www.RoanokeCountyVA.gov/Purchasing

7/28/2021

PO00030875-1

REQUESTOR:

Debra Norman

VENDOR:

00000685

Oasis Management Systems Inc

5320 Lake Pointe Center Drive

Suite A

Cumming, GA 30041

DELIVER TO:

Jail

401 East Main Street
Salem, VA 24153

CONTRACT #:

C0000245

DELIVERY TERMS:

FOB

DELIVERY DATE:

07/28/2021

PAYMENT TERMS:

Net30

LINE #	DESCRIPTION	LEDGER ACCOUNT	UNIT PRICE	QTY	UOM	TOTAL
1	Commissary Service Weekending 07/10/21	580048-2-C31-3106-C124-C301--- 103-	\$19.95	1.00	ea	\$19.95

INVOICE TO:

Sheriff

305 E. Main St.
Salem, VA 24153

TOTAL:

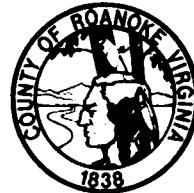
\$19.95

A handwritten signature in black ink that reads "W L Heath Honaker".

W L Heath Honaker

Purchasing Manager

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Telephone
Fax
Giro
Tax registration number

1(540)772-2020

Oasis Management Systems Inc
5320 Lake Pointe Center Drive
Suite A
Cumming, GA 30041

Product receipt

Page	1 of 1
Purchase order	PO00030875
Date	7/29/2021
Packing slip	S30138847dn
Internal product receipt	IP00035041

Delivery address
Jail
401 East Main Street
Salem, VA 24153

Item number	Description	Ordered Unit	Received	Remaining quantity
	Commissary Service Weekending 07/10/21	1.00 ea	1.00	0.00

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Vendor
00000685
Oasis Management Systems Inc
PO Box 791587
Baltimore, MD 21279-1587

Pro forma credit note

Vendor invoice number S30138833
Vendor invoice date 7/9/2021
Date 7/28/2021
Purchase order
LF Document # **0100211746**

LINE #	Description	Quantity	Unit	Unit price	Total
1	680-POLICE AND PRISON EQUIPMENT AND SUPPLIES 580048-2-C31-3106-C124-C301---103-	-1.00	ea	16.67	-16.67 (\$16.67)

DRonnie
7/28/21

Credit Memo

3

Management Systems, Inc.
OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587
(800) 956-2747 (800) 95-OASIS

Date 07/09/2021
Invoice # S30138833
Cust id 75
Weekending 07/10/2021
Period 7
Lockdown #

Sold To :

ATTN: MICHAEL ARRINGTON
ROANOKE COUNTY JAIL
401 EAST MAIN STREET
SALEM, VA 24153

Ship To :

ROANOKE COUNTY JAIL
P.O. BOX 280
MEADOWVIEW, VA 24361

Comments/Sale Date: 07/02/2021

Import #: S3013883

Item #	Description	Net Subtotal
100	BEVERAGES	-2.25
200	CHIPS/SNACKS	-8.25
300	CANDY/PASTRY	-4.45
500	HYGIENE	-5.45
600	CLOTHING	-5.65
	Subtotal :	(\$26.05)
	Sales Tax :	\$0.00
	Subtotal Plus Sales Tax :	(\$26.05)
	Pass Thru Items:	\$0.00
	Commission :	\$9.38
	Please Pay :	(\$16.67)

580048-3106-103

0.00

Please Remit Payment to:

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587

Thank You For Your Business

byInvoiceWeekly

Quality Inmate Commissary Services

Commissary

1178298

Site Fund

Roanoke County Jail, VA

Acct: Roanoke-1 7/8/2021 5:20:40 PM

By: BMARTIN From: Docket

Prior Balance: \$2992.51

Check Check 15741 Paid To: Roanoke County / Canteen
Canteen for 7/6/21

-\$2992.51

Sign: by J.P. Fani #639 Fund Balance: \$0.00

Resident Housing List

Invoice Reference: 1061 Dated: 7/8/2021

Housing	Name	ID	Amount
4B 15 B	NGUYEN, MICHAEL B	41477	-\$1.75
* 3B 02 B	MORRIS, WILLIAM E	42280	-\$43.40
5A 20 A	PARKER, DUSTIN R	42281	-\$1.15
3B 02 A	DEHART, JOSHUA L	42296	-\$1.30
3E 01 A	JEFFERS, ANDREW A	61047	-\$7.10
4B 04 B	SEBOLT, MAXIMILLIAN H	61106	-\$7.00
* 5A 05 A	TRIPPEER, EDWARD A	63734	-\$84.35
3A 04 A	SKINNER, CLARENCE N	64175	-\$4.60
5B 03 A	CIAFARDINI, CHRISTOPHER R	65247	-\$4.60
9 Resident Order(s)			-\$155.25

* - Inactive Resident

Printed 7/8/2021 5:13:32 PM

Confidential Property of Roanoke County Jail, VA

Page 1 of 1

Printed By: BMARTIN

Resident Housing List

Invoice Reference: 1060 Dated: 7/6/2021

Housing	Name	ID	Amount
3A 01 A	ROBBINS, BALLARD L	59279	\$26.44
3A 04 A	SKINNER, CLARENCE N	64175	\$7.10
3A 08 A	TREVINO, MOISES	26632	\$6.35
3A 11 A	SAUNDERS, JERRY D	64878	\$63.80
5 3A 11 B	WOODSON, STEVEN A	41806	\$3.40
3B 01 B	KNAPP, RYAN M	63840	\$57.25
3B 02 A	DEHART, JOSHUA L	42296	\$37.25
* 3B 02 B	MORRIS, WILLIAM E	42280	\$43.40
4 3B 03 A	POWERS, JAMES D	62301	\$4.25
1 3E 01 A	JEFFERS, ANDREW A	61047	\$26.60
3F 01 A	CHANDLER, THOMAS H	56982	\$98.75
3F 02 B	BOTTs, JUSTIN R	62413	\$18.30
3 3F 03 B	JAMIESON, JASON T	60816	\$61.25
3H 01 A	BRADS, CODY J	65348	\$4.60
3H 02 A	MUSGROVE, BARRY J	28441	\$29.30
3H 03 B	COMPTON, ROBERT L	58909	\$47.65
3H 04 A	DAVIS, DESMOND O	58242	\$9.80
5 3H DAY ROOM A	WHEELING, SCOTT D	37511	\$2.55
4A 01 A	JOHNSTON, GARRETT S	64015	\$56.75
4A 04 B	FAIRFAX, TYHEEM D	65882	\$56.10
4A 05 A	MORANA, BRETT R	28786	\$43.25
4A 06 B	CROWE, JOSHUA A	41185	\$63.15
4A 08 A	FLINCHUM, COTY A	60052	\$99.45
4A 09 A	JOHNSON, BILLY G	61739	\$42.60
7 4A 12 A	BROWN, MELVIN R	63063	\$16.75
4B 01 A	ROBERTSON, MARK G	65091	\$99.20
4B 02 A	MONTGOMERY, KEAN J	62798	\$92.75
4B 03 A	TALTON, SEAN I	59056	\$99.95
4B 04 B	SEBOLT, MAXIMILLIAN H	61106	\$98.80
4B 05 B	ZUNIGA, REGINO V	65627	\$99.85
4B 07 A	MILLER, CARL C	65943	\$70.35
4B 08 A	DUNBAR, KENNETH W	65708	\$35.70
4B 09 A	YOPP, KEVIN W	21378	\$53.95
4B 10 B	PERRIN, JASON D	62852	\$17.30

* - Inactive Resident

Resident Housing List

Housing	Name	ID	Amount
4B 10 C	PHAM, ANH X	62323	\$96.60
4B 11 A	HICKINSON, YAMAHNI	65944	\$52.71
4B 12 A	LEFTWICH, DOUGLAS L	31992	\$97.20
4B 13 A	YOUNG, TYLER S	56681	\$99.85
4B 15 B	NGUYEN, MICHAEL B	41477	\$71.00
4B 16 A	FOSTER, RICKY G	57544	\$77.75
16 4B 20 A	LEKO, IVAN	58346	\$20.25
5A 03 A	BEASLEY, ERIC J	63215	\$29.75
* 5A 05 A	TRIPPEER, EDWARD A	63734	\$84.35
5A 06 A	CROOK, JASON C	59771	\$13.60
5A 08 A	TAYLOR, MARCUS J	55970	\$69.95
5A 11 A	FRALIN, CHRISTOPHER L	43949	\$100.00
5A 12 A	HENRY, RICHARD B	65205	\$81.70
5A 14 A	JENKINS, DAVID S	61617	\$99.78
5A 18 A	HARTBERGER, BRIAN D	31468	\$38.10
9 5A 20 A	PARKER, DUSTIN R	42281	\$89.65
5B 01 A	HALL, MICHAEL R	65222	\$19.78
5B 02 A	ROBERTSON, KENDALL W	56200	\$68.05
5B 04 A	VANLEAR, NEIL P	64075	\$88.60
5B 06 A	MALDONADO, WILMER A	64803	\$51.80
5B 07 A	STEWART, BRANDON S	65463	\$12.70
5B 08 A	WERTZ, CHARLES R	62011	\$60.90
5B 09 A	SALTERS, BOBBY E	64501	\$92.10
6 5B 12 A	WILLIAMS, WESLEY C	65739	\$37.65
58 Resident Order(s)			\$3147.76

* - Inactive Resident

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Vendor

00000685
Oasis Management Systems Inc
PO Box 791587
Baltimore, MD 21279-1587

Pro forma invoice

Vendor invoice number S30138728
Vendor invoice date 7/2/2021
Date 7/16/2021
Purchase order PO00030616
LF Document # **0100210819**

LINE #	Description	Quantity	Unit	Unit price	Total
1	Commissary Service Weekending 07/03/21 580048-2-C31-3106-C124-C301---103-	1.00	ea	1,864.07	1,864.07
					\$1,864.07

DN
7/16/21

Invoice

2

Management Systems, Inc.

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587
(800) 956-2747 (800) 95-OASIS

Date 07/02/2021
Invoice # S30138728
Cust id 75
Weekending 07/03/2021
Period 6
Lockdown # 1057

Sold To :

ATTN: MICHAEL ARRINGTON
ROANOKE COUNTY JAIL
401 EAST MAIN STREET
SALEM, VA 24153

Ship To :

ROANOKE COUNTY JAIL
P.O. BOX 280
MEADOWVIEW, VA 24361

Comments/Sale Date: 06/29/2021**Import #:** S3013872

Item #	Description	Net Subtotal
100	BEVERAGES	446.35
200	CHIPS/SNACKS	1,447.35
300	CANDY/PASTRY	637.35
500	HYGIENE	139.50
600	CLOTHING	105.95
700	MISCELLANEOUS	114.80
800	POSTAL	13.64
Subtotal :		\$2,904.94
Sales Tax :		\$0.00
Subtotal Plus Sales Tax :		<u>\$2,904.94</u>
Pass Thru Items:		\$0.00
Commission :		(\$1,040.87)
Please Pay :		<u>\$1,864.07</u>

580046-3106-103

0.00

Please Remit Payment to:

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587

Thank You For Your Business

byInvoiceWeekly

Quality Inmate Commissary Services



Finance Department - Purchasing Division

5204 Bernard Dr. Suite 300-F | Roanoke, VA | 24018

Phone (540) 772-2061 | Fax (540) 772-2074

www.RoanokeCountyVA.gov/Purchasing

7/15/2021

PO00030616-1

REQUESTOR:

Debra Norman

VENDOR:

00000685

Oasis Management Systems Inc

5320 Lake Pointe Center Drive

Suite A

Cumming, GA 30041

DELIVER TO:

Jail

401 East Main Street
Salem, VA 24153

CONTRACT #:

C0000245

DELIVERY TERMS:

FOB

DELIVERY DATE:

07/15/2021

PAYMENT TERMS:

Net30

LINE #	DESCRIPTION	LEDGER ACCOUNT	UNIT PRICE	QTY	UOM	TOTAL
1	Commissary Service Weekending 07/03/21	580048-2-C31-3106-C124-C301--- 103-	\$1,864.07	1.00	ea	\$1,864.07

INVOICE TO:

Sheriff

305 E. Main St.
Salem, VA 24153

TOTAL:

\$1,864.07

A handwritten signature in black ink that reads "W L Heath Honaker".

W L Heath Honaker

Purchasing Manager

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Telephone
Fax
Giro
Tax registration number

1(540)772-2020

Oasis Management Systems Inc
5320 Lake Pointe Center Drive
Suite A
Cumming, GA 30041

Product receipt

Page	1 of 1
Purchase order	PO00030616
Date	7/16/2021
Packing slip	S30138728dn
Internal product receipt	IP00034738

Delivery address
Jail
401 East Main Street
Salem, VA 24153

Item number	Description	Ordered Unit	Received	Remaining quantity
	Commissary Service Weekending 07/03/21	1.00 ea	1.00	0.00

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Vendor

00000685
Oasis Management Systems Inc
PO Box 791587
Baltimore, MD 21279-1587

Pro forma invoice

Vendor invoice number S30138727
Vendor invoice date 7/2/2021
Date 7/16/2021
Purchase order PO00030617
LF Document # **0100210833**

INFORMAL

7/16/21

LINE #	Description	Quantity	Unit	Unit price	Total
1	Commissary Service Weekending 07/03/21 580048-2-C31-3106-C124-C301---103-	1.00	ea	26.60	26.60 \$26.60

Invoice

1

Management Systems, Inc.
OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587
(800) 956-2747 (800) 95-OASIS

Date 07/02/2021
Invoice # S30138727
Cust id 75
Weekending 07/03/2021
Period 6
Lockdown # 1056

Sold To :

ATTN: MICHAEL ARRINGTON
ROANOKE COUNTY JAIL
401 EAST MAIN STREET
SALEM, VA 24153

Ship To :

ROANOKE COUNTY JAIL
P.O. BOX 280
MEADOWVIEW, VA 24361

Comments/Sale Date: 06/29/2021

Import #: S3013872

Item #	Description	Net Subtotal
900	INDIGENT	26.60
	Subtotal :	\$26.60
	Sales Tax :	\$0.00
	Subtotal Plus Sales Tax :	<u>\$26.60</u>
	Pass Thru Items:	\$0.00
	Commission :	\$0.00
	Please Pay :	\$26.60

58DE48- 306- 103

0.00

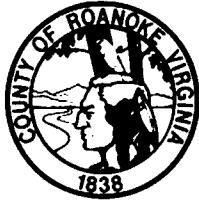
Please Remit Payment to:

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587

Thank You For Your Business

byInvoiceWeekly

Quality Inmate Commissary Services



Finance Department - Purchasing Division

5204 Bernard Dr. Suite 300-F | Roanoke, VA | 24018

Phone (540) 772-2061 | Fax (540) 772-2074

www.RoanokeCountyVA.gov/Purchasing

7/15/2021

PO00030617-1

REQUESTOR:

Debra Norman

VENDOR:

00000685

Oasis Management Systems Inc

5320 Lake Pointe Center Drive

Suite A

Cumming, GA 30041

DELIVER TO:

Jail

401 East Main Street
Salem, VA 24153

CONTRACT #:

C0000245

FOB

DELIVERY TERMS:

07/15/2021

DELIVERY DATE:

Net30

PAYMENT TERMS:

LINE	#	DESCRIPTION	LEDGER ACCOUNT	UNIT PRICE	QTY	UOM	TOTAL
1		Commissary Service Weekending 07/03/21	580048-2-C31-3106-C124-C301--- 103-	\$26.60	1.00	ea	\$26.60

INVOICE TO:

Sheriff

305 E. Main St.
Salem, VA 24153

TOTAL:

\$26.60

A handwritten signature in black ink, appearing to read "W L Heath Honaker".

W L Heath Honaker

Purchasing Manager

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Telephone
Fax
Giro
Tax registration number

1(540)772-2020

Oasis Management Systems Inc
5320 Lake Pointe Center Drive
Suite A
Cumming, GA 30041

Product receipt

Page 1 of 1
Purchase order PO00030617
Date 7/16/2021
Packing slip S30138727dn
Internal product receipt IP00034743

Delivery address
Jail
401 East Main Street
Salem, VA 24153

Item number	Description	Ordered	Unit	Received	Remaining quantity
	Commissary Service Weekending 07/03/21	1.00	ea	1.00	0.00

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Vendor

00000685
Oasis Management Systems Inc
PO Box 791587
Baltimore, MD 21279-1587

Pro forma credit note

Vendor invoice number S30138729
Vendor invoice date 7/2/2021
Date 7/15/2021
Purchase order
LF Document # 0100210688

LINE #	Description	Quantity	Unit	Unit price	Total
1	680-POLICE AND PRISON EQUIPMENT AND SUPPLIES 580048-2-C31-3106-C124-C301---103-	-1.00	ea	164.90	-164.90

(\$164.90)

*DNorment
7/15/21*

Credit Memo

3

Management Systems, Inc.

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587
(800) 956-2747 (800) 95-OASIS

Date 07/02/2021
Invoice # S30138729
Cust id 75
Weekending 07/03/2021
Period 6
Lockdown #

Sold To :

ATTN: MICHAEL ARRINGTON
ROANOKE COUNTY JAIL
401 EAST MAIN STREET
SALEM, VA 24153

Ship To :

ROANOKE COUNTY JAIL
P.O. BOX 280
MEADOWVIEW, VA 24361

Comments/Sale Date: 06/24/2021**Import #:** S3013872

Item #	Description	Net Subtotal
100	BEVERAGES	-46.30
200	CHIPS/SNACKS	-141.20
300	CANDY/PASTRY	-59.40
500	HYGIENE	-6.15
700	MISCELLANEOUS	-4.60

Subtotal : (\$257.65)
Sales Tax : \$0.00
Subtotal Plus Sales Tax : (\$257.65)
Pass Thru Items: \$0.00
Commission : \$92.75
Please Pay : (\$164.90)

580048-31D6-103

0.00

Please Remit Payment to:

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587

Thank You For Your Business

byInvoiceWeekly

Quality Inmate Commissary Services

County of Roanoke
P.O. Box 29800
Roanoke, VA 24018



Vendor
00000685
Oasis Management Systems Inc
PO Box 791587
Baltimore, MD 21279-1587

Pro forma credit note

Vendor invoice number S30138730
Vendor invoice date 7/2/2021
Date 7/15/2021
Purchase order
LF Document # **0100210692**

LINE #	Description	Quantity	Unit	Unit price	Total
1	680-POLICE AND PRISON EQUIPMENT AND SUPPLIES 580048-2-C31-3106-C124-C301---103-	-1.00	ea	41.38	-41.38 (-\$41.38)

DeLoach
7/15/21

Credit Memo

4

Management Systems, Inc.

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587
(800) 956-2747 (800) 95-OASIS

Date 07/02/2021
Invoice # S30138730
Cust id 75
Weekending 07/03/2021
Period 6
Lockdown #

Sold To :

ATTN: MICHAEL ARRINGTON
ROANOKE COUNTY JAIL
401 EAST MAIN STREET
SALEM, VA 24153

Ship To :

ROANOKE COUNTY JAIL
P.O. BOX 280
MEADOWVIEW, VA 24361

Comments/Sale Date: 06/25/2021**Import #:** S3013873

Item #	Description	Net Subtotal
100	BEVERAGES	-5.00
200	CHIPS/SNACKS	-26.45
600	CLOTHING	-24.00
700	MISCELLANEOUS	-9.20

Subtotal :	(\$64.65)
Sales Tax :	\$0.00
Subtotal Plus Sales Tax :	<u>(\$64.65)</u>
Pass Thru Items:	\$0.00
Commission :	\$23.27
Please Pay :	(\$41.38)

580048-304-103

0.00

Please Remit Payment to:

OMSI Lockbox
PO Box 791587
Baltimore, MD 21279-1587

Thank You For Your Business

byInvoiceWeekly

Quality Inmate Commissary Services

Snack Bag

1177889

Site Fund

Roanoke County Jail, VA

Acct: Roanoke-10177

7/7/2021 8:19:11 AM

By: MARRINGTON From: Docket

Prior Balance:

\$259.00

Check

Check 15733 Paid To: ROANOKE COUNTY SNACK BAG

-\$259.00

T1

Sign:

Jeff J.P. Pani #639

Fund Balance:

\$0.00

Commissary

1175549

Site Fund

Roanoke County Jail, VA

Acct: Roanoke-1 7/2/2021 12:43:12 PM

By: BMARTIN From: Docket

Prior Balance: \$2878.89

Check Check 15720 Paid To: Roanoke County / Canteen
Canteen for 6/29/21

-\$2878.89

Sign: J.P. Fain #639

Fund Balance: \$0.00

Resident Housing List

Invoice Reference: 1058 Dated: 7/2/2021

Housing	Name	ID	Amount
* 3C 03 A	BROOKMAN, ZACHARY P	31113	-\$15.00
4B 12 A	LEFTWICH, DOUGLAS L	31992	-\$4.75
4B 13 A	YOUNG, TYLER S	56681	-\$2.55
4B 10 C	PHAM, ANH X	62323	-\$0.95
4B 08 A	DUNBAR, KENNETH W	65708	-\$2.80
5 Resident Order(s)			-\$26.05

* - Inactive Resident

Printed 7/2/2021 12:42:12 PM

Confidential Property of Roanoke County Jail, VA

Page 1 of 1

Printed By: BMARTIN

Resident Housing List

Invoice Reference: 1057 Dated: 6/29/2021

Housing	Name	ID	Amount
3A 01 B	JONES, TREYVON M	62988	\$4.60
3A 02 A	PERRIN, JASON D	62852	\$7.55
3A 03 A	CIAFARDINI, CHRISTOPHER R	65247	\$68.50
3A 04 A	SKINNER, CLARENCE N	64175	\$18.40
3A 05 A	ROBBINS, BALLARD L	59279	\$56.70
3A 08 A	TREVINO, MOISES	26632	\$9.90
7 3A 10 B	WEST, ROBERT A	61190	\$12.70
3C 01 B	MILLER, CARL C	65943	\$99.00
3C 02 A	HICKINSON, YAMAHNI	65944	\$25.35
3C 02 B	JOHNSTON, GARRETT S	64015	\$12.50
* 3C 03 A <i>W/ R</i>	BROOKMAN, ZACHARY P	31113	\$15.00
3C 04 A	ODELL, MATTHEW L	64672	\$51.90
3C 05 A	CROOK, JASON C	59771	\$35.15
3C 08 A	HARTBERGER, BRIAN D	31468	\$33.75
* 3C 09 A <i>Bond</i>	BOYD, TIMOTHY R	21307	\$9.80
3C 10 A	EDWARDS, JARRAD A	61329	\$99.20
3C 10 B	LEKO, IVAN	58346	\$41.95
11 3C 11 A	HALL, MICHAEL R	65222	\$30.00
3E 01 A	JEFFERS, ANDREW A	61047	\$25.70
2 3E 02 A	GREEN, KENNETH E	56532	\$12.75
3H 01 A	BRADS, CODY J	65348	\$14.35
3H 02 A	MUSGROVE, BARRY J	28441	\$19.60
3H 03 B	COMPTON, ROBERT L	58909	\$35.15
4/ 3H 04 A	DAVIS, DESMOND O	58242	\$8.20
4A 04 B	FAIRFAX, TYHEEM D	65882	\$57.85
4A 05 A	MORANA, BRETT R	28786	\$36.85
4A 06 B	CROWE, JOSHUA A	41185	\$100.00
4A 09 A	JOHNSON, BILLY G	61739	\$100.00
5 4A 11 A	DYE, MICHAEL S	59243	\$96.25
4B 01 A	ROBERTSON, MARK G	65091	\$100.00
4B 02 A	MONTGOMERY, KEAN J	62798	\$43.00
4B 03 A	TALTON, SEAN I	59056	\$99.85
4B 04 B	SEBOLT, MAXIMILLIAN H	61106	\$42.60
4B 05 B	ZUNIGA, REGINO V	65627	\$96.55

* - Inactive Resident

Printed 7/1/2021 12:19:45 PM

Confidential Property of Roanoke County Jail, VA

Page 1 of 2

Printed By: BMARTIN

Resident Housing List

Housing	Name	ID	Amount
4B 08 A	DUNBAR, KENNETH W	65708	\$66.85
4B 09 A	YOPP, KEVIN W	21378	\$16.65
4B 10 C	PHAM, ANH X	62323	\$99.25
4B 12 A	LEFTWICH, DOUGLAS L	31992	\$72.45
4B 13 A	YOUNG, TYLER S	56681	\$88.70
4B 15 B	NGUYEN, MICHAEL B	41477	\$100.00
4B 16 A	FOSTER, RICKY G	57544	\$61.65
4B 17 A	MILLS, BARRY W	65491	\$94.24
14 4B 19 A	WRIGHT, SHAYKEEM D	65644	\$13.55
5A 05 A	TRIPPEER, EDWARD A	63734	\$32.30
5A 08 A	TAYLOR, MARCUS J	55970	\$43.95
5A 11 A	FRALIN, CHRISTOPHER L	43949	\$83.00
5A 12 A	HENRY, RICHARD B	65205	\$99.30
5A 14 A	JENKINS, DAVID S	61617	\$100.00
5A 15 A	SAUNDERS, JERRY D	64878	\$79.70
7 5A 20 A	PARKER, DUSTIN R	42281	\$23.85
* 5B 01 A <i>To Josh Booth</i>	BUSHONG, RICHARD D	39351	\$20.00
5B 01 A	KENNEDY, JOHNATHAN R	37785	\$33.55
5B 02 A	SALTERS, BOBBY E	64501	\$71.15
5B 04 A	VANLEAR, NEIL P	64075	\$44.60
5B 06 A	MALDONADO, WILMER A	64803	\$36.90
5B 07 A	STEWART, BRANDON S	65463	\$39.00
5B 08 A	WERTZ, CHARLES R	62011	\$5.25
5B 08 B	WILLIAMS, WESLEY C	65739	\$22.65
9 5B 12 A	WALKER, JAMES H	56987	\$35.75

59 Resident Order(s)

\$2904.94

* - Inactive Resident

ROANOKE COUNTY JAIL
SALEM, VA

Item	Price	Description	Item	Price	Description	Item	Price	Description	Item	Price	Description
<u>INDIGENT</u>											
9967	<u>6.65</u>	Indigent Kit Roanoke, VA	1244	<u>0.85</u>	Soup - Oriental	2832	<u>2.95</u>	Hot Chili w/Beans	3065	<u>1.55</u>	Starburst - Original
<u>CHIPS/SNACKS</u>											
1202	<u>0.55</u>	Saltines	2455	<u>0.90</u>	Soup - Spicy Chicken	2844	<u>2.80</u>	Spam Pouch 2.5oz	3067	<u>1.65</u>	Lemon Drops
1204	<u>0.85</u>	Wheat/Cheese Cracker	2456	<u>0.90</u>	Soup - Beef Low Sodium	1285	<u>2.80</u>	Mackerel Fillet Pouch	1309	<u>1.55</u>	Kit Kat
1206	<u>0.85</u>	Cheese/Pbutter Cracker	1246	<u>0.90</u>	Soup - Lime Chili Shrimp	2860	<u>2.80</u>	Tuna Pouch (Geisha)	1310	<u>1.55</u>	Snickers
1208	<u>0.85</u>	Vanilla Creme Cookie	1250	<u>1.25</u>	Trail Mix - Unsalted	1287	<u>3.95</u>	Shredded Pork Pouch	1312	<u>1.55</u>	Milky Way
1210	<u>0.95</u>	Plain Chips	2502	<u>1.25</u>	Trail Mix Sweet'N Salty 2oz	2876	<u>3.55</u>	Chicken Pouch 3oz	3141	<u>1.55</u>	Reese's Pieces
2111	<u>0.95</u>	Hot Sauce Chips	2503	<u>1.25</u>	Sweet & Spicy Mix	1101	<u>2.20</u>	SS Coffee (5)	3143	<u>1.55</u>	Peanut Butter Cup Reeses
2115	<u>0.95</u>	Cheetos	2525	<u>2.45</u>	Protein Bar	1102	<u>5.25</u>	Coffee 4oz	3145	<u>1.55</u>	Mallo Cup Boyers
1212	<u>0.95</u>	BBQ Chips	1260	<u>1.35</u>	Beef Stick	1113	<u>0.80</u>	SS Cappuccino (1pk)	3148	<u>1.55</u>	Chocolate Covered Raisins
1213	<u>0.95</u>	Sour Crm&Onion Chips	2621	<u>2.95</u>	Beef Summer Sausage 3oz	1115	<u>2.25</u>	Orange Bfast Drink 6oz	1316	<u>1.55</u>	M&M Peanut
2133	<u>0.95</u>	Jalapeno Chips	2622	<u>3.55</u>	Honey Pep. Turkey Sausage Log	1122	<u>0.60</u>	SS Cocoa Mix (1 pack)	1317	<u>1.55</u>	Hershey Chocolate Bar
2137	<u>0.90</u>	Hot Fries	2626	<u>1.35</u>	Double Salami	1123	<u>0.50</u>	SS Sugar Substitute (5)	1318	<u>1.55</u>	Butterfinger
1214	<u>0.90</u>	Popcorn	1263	<u>1.35</u>	Beef & Cheese Stick	1126	<u>6.35</u>	Folger's Coffee 4 oz.	1320	<u>1.55</u>	Baby Ruth
2150	<u>0.95</u>	VooDoo Chips	2631	<u>2.45</u>	Cheese Stick 4oz	1128	<u>2.10</u>	SF Fruit Punch (5)	1321	<u>1.55</u>	Twix
1217	<u>0.95</u>	Corn Chips	1266	<u>0.80</u>	Peanut Butter Squeezer	1130	<u>2.10</u>	SF Orange (5)	1323	<u>1.55</u>	Zero Bar
1218	<u>0.90</u>	Pretzels	1268	<u>2.95</u>	Jelly Grape 12oz	1132	<u>2.10</u>	SF Tea (5)	1324	<u>1.55</u>	Three Musketeer
2181	<u>1.35</u>	Pretzel Honey Must. Onion	2681	<u>0.65</u>	Jelly Squeezer	1134	<u>2.10</u>	SF Black Cherry (5)	1333	<u>1.55</u>	Sour SQWorms
2182	<u>1.35</u>	Hot Buffalo Pretzel PCS	2691	<u>0.25</u>	Ketchup Packet	1136	<u>2.10</u>	SF Lemonade (5)	1335	<u>1.55</u>	Skittles
2183	<u>1.35</u>	Pretzel Pcs Jalapeno2.25oz	2692	<u>0.25</u>	Mustard Packet	1140	<u>2.45</u>	Coke Classic 20oz (TrusteeOnly)	1336	<u>1.55</u>	Sugar Free Hard Candy
1219	<u>0.95</u>	Nacho Chips	2693	<u>0.35</u>	Mayonaise Packet	1142	<u>2.45</u>	Diet Coke 20oz (TrusteeOnly)	1345	<u>1.40</u>	Honey Bun
2192	<u>1.30</u>	Salsitas Tortilla Rounds	2695	<u>0.30</u>	SS Salt Packs (10pk)	1143	<u>1.95</u>	Grape Soda 20oz (TrusteeOnly)	3451	<u>1.40</u>	Honey Bun Iced 4oz
1221	<u>0.95</u>	BBQ Pork Rinds	2696	<u>0.30</u>	SS Pepper Packs (10pk)	1144	<u>2.45</u>	Sprite 20oz (TrusteeOnly)	1350	<u>1.15</u>	Moon Pie
1223	<u>1.20</u>	Chocolate Chip Cookies	2697	<u>0.90</u>	Jalapeno Pepper Slices	1151	<u>5.00</u>	Cinnamon Instant Coffee 3oz	1352	<u>1.10</u>	Large Choc. Chip Cookie
1224	<u>0.95</u>	Cheese Nips	2698	<u>0.45</u>	Sweet Relish Pack	1153	<u>1.95</u>	Orange Soda 20oz(TrusteeOnly)	3525	<u>1.10</u>	Oatmeal Cookies
1226	<u>1.30</u>	Combos	1270	<u>1.35</u>	Microwave Popcorn (TrusteeOnly)	1161	<u>1.95</u>	Peach Soda 20oz(TrusteeOnly)	3551	<u>1.40</u>	Duplex Cookies
2265	<u>1.35</u>	Jalapeno Cheese Nuggets	1272	<u>1.35</u>	Rice Instant - Spanish	<u>CANDY/PASTRY</u>			3552	<u>1.40</u>	Rice Krispie Treat
1230	<u>1.50</u>	Hot Dill Pickle	2721	<u>1.35</u>	Instant Rice-Chili Flavor	1302	<u>0.85</u>	Salted Peanuts	3553	<u>1.40</u>	Strawberry Crm Cookies 5oz
1231	<u>1.50</u>	Pickle Kosher Dill	1278	<u>0.90</u>	Ranch Dressing Pack	3025	<u>1.55</u>	Chick-O-Stick	3554	<u>1.40</u>	Peanut Butter Tray Cookies
1240	<u>0.85</u>	Soup - Chicken	2798	<u>2.10</u>	Tortilla Shells Flour	1304	<u>1.25</u>	Granola Bar	3556	<u>1.40</u>	Lemon Tray Cookies
1241	<u>0.85</u>	Soup - Beef	1282	<u>0.85</u>	Oatmeal-Brown Sugar (1)	1305	<u>1.45</u>	Peppermints (Bag)	1356	<u>1.40</u>	Pop Tarts (2pk)
1243	<u>0.85</u>	Soup - Chili	2829	<u>3.05</u>	Refried Beans/Jalapeno	1306	<u>1.65</u>	Asst. Jolly Rancher	1360	<u>1.15</u>	Nutty Buddy Wafers
\$250 Maximum per week. No inmate may order for another inmate. Soda limit 10 per week.			Inmates released prior to receiving order have 48 hours to retrieve order from facility.			Seasonal Cards: Valentine's, Easter, Mother's Day, Christmas.			All sales are final. Your signature and submission of this order authorizes payment of this order. No refusals/returns will be allowed.		

ROANOKE COUNTY JAIL
SALEM, VA

<u>Item</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>Price</u>	<u>Description</u>						
<u>CANDY/PASTRY</u> <i>continued</i>																	
3613	<u>1.40</u>	Cherry Danish	1510	<u>0.85</u>	Shave Gel	5813	<u>0.75</u>	Triple Antibiotic Ointment	1620	<u>3.85</u>	Shower Shoes (S)						
1362	<u>1.40</u>	Dunkin' Sticks	1511	<u>5.10</u>	Magic Cream Shave	5817	<u>1.00</u>	Alka Seltzer (2pk)	6201	<u>13.00</u>	Sweatpants Gray (S)						
3621	<u>1.40</u>	Donuts (6pk)	1515	<u>0.20</u>	Comb Small	1584	<u>0.25</u>	Denture Tablet (1)	6202	<u>13.00</u>	Sweatpants Gray (M)						
1380	<u>1.55</u>	Atomic Fireballs	1517	<u>0.55</u>	Afro Pick	1587	<u>3.45</u>	Effergrip	6203	<u>13.00</u>	Sweatpants Gray (L)						
<u>MISCELLANEOUS</u>																	
1701	<u>1.50</u>	Letter Size Pad	1518	<u>1.85</u>	Club/Palm Brush	1590	<u>3.55</u>	Multi Vitamin	6204	<u>13.00</u>	Sweatpants Gray (XL)						
1705	<u>0.45</u>	Large Envelope 9x12	1519	<u>2.25</u>	Stick Deodorant	1591	<u>0.65</u>	Foam Ear Plugs	6205	<u>13.00</u>	Sweatshirt Gray (S)						
1708	<u>0.15</u>	#10 Unstamped Envelope	5210	<u>3.35</u>	Mennen Antiperspirant	5912	<u>7.95</u>	Saline Solution 12oz	6206	<u>13.00</u>	Sweatshirt Gray (M)						
1711	<u>2.55</u>	Colored Pencils	1522	<u>2.65</u>	Dove Soap	5914	<u>3.55</u>	Contact Lens Case	6207	<u>13.00</u>	Sweatshirt Gray (L)						
7131	<u>0.70</u>	Pen Flex	1524	<u>3.35</u>	Lady Speed Stick	1592	<u>0.70</u>	Aspirin (2pk)	6208	<u>13.00</u>	Sweatshirt Gray (XL)						
1715	<u>2.10</u>	Art / Sketch Pad	1531	<u>1.50</u>	Dial Soap	1593	<u>0.70</u>	Ibuprofen (2pk)	1621	<u>3.90</u>	Shower Shoes (M)						
1718	<u>3.95</u>	Dictionary	1532	<u>1.35</u>	Ivory Soap	1594	<u>1.35</u>	Antacid (Roll)	1623	<u>3.90</u>	Shower Shoes (L)						
1724	<u>2.45</u>	Card w/Stamp (General)	1534	<u>1.40</u>	Irish Spring	1595	<u>1.45</u>	Cough Drops	1625	<u>3.90</u>	Shower Shoes (XL)						
1725	<u>2.45</u>	Card w/Stamp (Birthday)	1538	<u>2.05</u>	Skin Cream	1596	<u>1.55</u>	Chapstick	6250	<u>3.90</u>	Shower Shoe (2XL13/14)						
1726	<u>2.45</u>	Card w/Stamp (Seasonal)	1540	<u>0.65</u>	Soap Dish	1597	<u>0.70</u>	Acetaminophen (2pk)	6251	<u>3.90</u>	Shower Shoes (3XL15/16)						
1730	<u>2.15</u>	Playing Cards	1546	<u>0.65</u>	Pony Tail Holder (5 Bands)	1598	<u>3.35</u>	Acne Treatment	6254	<u>16.15</u>	Sweatpants Gray (2XL)						
1731	<u>2.30</u>	Pinochle Cards	1552	<u>1.75</u>	Protein Shampoo 8oz	<u>CLOTHING</u>											
7322	<u>2.85</u>	Adult Coloring Book	1554	<u>2.10</u>	Dandruff Shampoo	1603	<u>1.95</u>	Socks - Cotton Crew	6255	<u>16.15</u>	Sweatpants Gray (3XL)						
7353	<u>22.95</u>	Prayer Rug	5543	<u>2.60</u>	VO5 Shampoo	6048	<u>11.00</u>	Kufi (White)	6256	<u>16.15</u>	Sweatpants Gray (4XL)						
1741	<u>0.95</u>	Tumbler w/Lid 22oz	5544	<u>2.60</u>	VO5 Conditioner	1605	<u>3.70</u>	Boxer Shorts (S)	6258	<u>16.15</u>	Sweatshirt Gray (2XL)						
7446	<u>0.35</u>	Spoon Plastic Orange	5574	<u>1.55</u>	Styling Gel	1606	<u>3.70</u>	Boxer Shorts (M)	6259	<u>16.15</u>	Sweatshirt Gray (3XL)						
1746	<u>1.25</u>	Soup Bowl w/Lid	1558	<u>1.75</u>	Hair Conditioner	1607	<u>3.70</u>	Boxer Shorts (L)	6261	<u>16.15</u>	Sweatshirt Gray (4XL)						
1760	<u>1.15</u>	AAA Battery (1)	1562	<u>1.45</u>	Body Powder	1608	<u>3.70</u>	Boxer Shorts (XL)	1629	<u>8.00</u>	Gym Shorts Blue (S)						
1762	<u>1.15</u>	AA Battery (1)	1566	<u>1.95</u>	Hand/ Body Lotion	1609	<u>4.75</u>	Boxer Shorts (2XL)	1630	<u>8.00</u>	Gym Shorts Blue (M)						
1774	<u>7.00</u>	Radio Earbuds	1567	<u>4.30</u>	Liquid Antacid	1610	<u>5.75</u>	Boxer Shorts (3XL)	1632	<u>8.00</u>	Gym Shorts Blue (L)						
7777	<u>30.00</u>	AM/FM Radio (Clear)	1568	<u>2.45</u>	Cocoa Butter Lotion	6107	<u>6.75</u>	Boxer Shorts (4XL)	1634	<u>8.00</u>	Gym Shorts Blue (XL)						
7901	<u>8.95</u>	Eye Glasses 1.50	1569	<u>5.65</u>	Lubriderm Lotion	1611	<u>3.75</u>	T-Shirt (S)	6341	<u>9.00</u>	Gym Shorts Blue (2XL)						
1791	<u>8.95</u>	Eye Glasses 2.00	1570	<u>2.55</u>	Cotton Swabs Plastic	1612	<u>3.75</u>	T-Shirt (M)	6342	<u>9.00</u>	Gym Shorts Blue (3XL)						
<u>HYGIENE</u>																	
5023	<u>0.80</u>	Toothbrush Security	1573	<u>0.55</u>	Emery Boards (5ea)	1613	<u>3.75</u>	T-Shirt (L)	1670	<u>6.00</u>	Thermal Top (M)						
1506	<u>1.60</u>	Toothpaste Colgate	1579	<u>2.30</u>	Tolnaftate Cream	1614	<u>3.75</u>	T-Shirt (XL)	1672	<u>6.00</u>	Thermal Top (XL)						
1509	<u>1.65</u>	Mouthwash	5793	<u>0.65</u>	A&D Ointment	1615	<u>4.75</u>	T-Shirt (2XL)	1673	<u>6.50</u>	Thermal Top (2XL)						
			5806	<u>3.35</u>	Saline Nose Drops	6155	<u>4.75</u>	T-Shirt (3XL)	1674	<u>8.00</u>	Thermal Top (3XL)						
			5812	<u>3.95</u>	Hydrocortisone Cream	6156	<u>6.75</u>	T-Shirt (4XL)	6741	<u>8.00</u>	Thermal Top (4XL)						
									1678	<u>6.00</u>	Thermal Bottom (M)						

\$250 Maximum per week. No inmate may order for another inmate. Soda limit 10 per week.

Inmates released prior to receiving order have 48 hours to retrieve order from facility.

Seasonal Cards: Valentine's, Easter, Mother's Day, Christmas.

All sales are final. Your signature and submission of this order authorizes payment of this order. No refusals/returns will be allowed.

ROANOKE COUNTY JAIL
SALEM, VA

<u>Item</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>Price</u>	<u>Description</u>
<u>CLOTHING continued</u>											
<u>1680</u>	<u>6.00</u>	Thermal Bottom (XL)	<u>6878</u>	<u>28.95</u>	Orange Slide Shoe (M13/F14)	<u>6944</u>	<u>32.95</u>	Gray Velcro Shoe (M10/F12)	<u>1801</u>	<u>0.73</u>	Stamped Envelope
<u>1681</u>	<u>6.50</u>	Thermal Bottom (2XL)	<u>6941</u>	<u>32.95</u>	Gray Velcro Shoe (M7/F9)	<u>6945</u>	<u>32.95</u>	Gray Velcro Shoe (M11/F13)	<u>1803</u>	<u>0.55</u>	Stamp
<u>6811</u>	<u>8.00</u>	Thermal Bottom (4XL)	<u>6942</u>	<u>32.95</u>	Gray Velcro Shoe (M8/F10)	<u>6946</u>	<u>32.95</u>	Gray Velcro Shoe (M12/F14)	<u>1811</u>	<u>0.01</u>	One Cent Stamp
<u>1682</u>	<u>8.00</u>	Thermal Bottom (3XL)	<u>6943</u>	<u>32.95</u>	Gray Velcro Shoe (M9/F11)	<u>6948</u>	<u>32.95</u>	Gray Velcro Shoe (M14)			
<u>POSTAL</u>											

\$250 Maximum per week. No inmate may order for another inmate. Soda limit 10 per week.

Inmates released prior to receiving order have 48 hours to retrieve order from facility.

Seasonal Cards: Valentine's, Easter, Mother's Day, Christmas.

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Inmate Commissary Agreement
Roanoke County Jail
Contract # 2016-284

THIS AGREEMENT is made this twenty-sixth (26th) day of September 2016, by and between Oasis Management Systems, Inc., a Georgia Corporation, with its principal offices located at 5320 Lake Pointe Center Drive, Suite A, Cumming, Georgia 30041 (hereinafter referred to as "Oasis") and the County of Roanoke, a political subdivision of the Commonwealth of Virginia (hereinafter referred to as "Client")

1. **RIGHT AND TERM.** Oasis is hereby given and granted the exclusive right to operate all inmate commissary sales and services on the Client's premises, the Roanoke County-Salem Jail, located at 401 E. Main Street, Salem, Virginia. All profits or losses from the commissary operations will be for Oasis' account. The term of this agreement will commence on October 1, 2016 and continue in force until October 1, 2017. Upon the mutual agreement of parties, this Contract may be renewed for up to four (4) additional one (1) year periods or any combination thereof. All terms and conditions shall remain in force for the term of this Agreement and for any renewal period unless modified by mutual agreement of both parties. Prices shall not be increased during the initial term of this Agreement. Prices for any renewal periods will be subject to the mutual agreement of both parties. Oasis will be entitled to withhold from any amounts due to Client any past due monies owed to Oasis by Client.

2. **RELATIONSHIP OF PARTIES.** The parties intend that Oasis will be an independent contractor to Client. Nothing herein will be construed to create a partnership or relationship between the parties and neither will have the authority to bind the other.

3. **WORK TO BE PERFORMED AND DOCUMENTS.** For and in consideration of the money hereinafter specified to be paid by Oasis to the Client for the Work provided for in this Agreement to be performed by Oasis, Oasis hereby covenants and agrees with the Client to fully perform the services, provide any materials called for, construct and complete the Work called for by this Agreement in a good and workmanlike manner in accordance with this Agreement and the documents referred to herein in order to fully and properly complete this Agreement within the time stipulated, time being made of the essence for this Agreement. It is also agreed by the parties hereto that the documents to this Agreement consist of this Agreement and the following documents listed below, all of which are and constitute a part of this Agreement as if attached hereto or set out in full herein:

- A. Scope of Work (Exhibit A).
- B. Pricing Schedule (Exhibit B).
- C. Request for Proposal No. 2016-284, which is incorporated herein by reference.

4. **TECHNOLOGY HARDWARE** (a) Oasis shall install and maintain one (1) Deposit Kiosk for the purpose of depositing funds to individual inmate accounts with a transaction fee not to exceed \$3.00 for cash deposits and \$3.00 for credit card transactions up to \$25.00 and a 10% fee for credit deposits over \$25.00. (b) Oasis shall install and maintain a Booking Manager kiosk in the booking area for the purpose of depositing inmate monies upon intake. (c) Oasis shall install a Debit Card release solution that will allow client to release inmate funds to a debit card with no transaction cost or card cost to the county. (d) Oasis has installed and shall continue to maintain commissary ordering by inmate telephone.

5. ACCOUNTING SOFTWARE/TRAINING. Oasis will continue to support the Lockdown inmate accounting software program. Oasis will provide training on the software installed in the facility without charge.

6. TITLE OF SOFTWARE. The Lockdown accounting software and any other improvements are and will remain the property of Oasis. This accounting software shall comply with Generally Accepted Accounting Principles. New software releases shall be provided to Client without charge. Oasis will retain all proprietary rights to software and software will remain the property of Oasis upon termination of this Agreement. Client will not permit its employees or agents to remove or in any way tamper with or change said software.

7. REMOVAL OF PROPERTY. Within thirty (30) days after the termination of this Agreement, Oasis will remove its property from Client's premises.

8. NONDISCRIMINATION. During the performance of this Agreement, Oasis will not discriminate against any employee or applicant for employment because of age, race, religion, color, sex or national origin, except where religion, sex or nation origin is a bona fide occupational qualification reasonably necessary to the normal operation of Oasis. Oasis agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. Oasis, in all solicitations or advertisements for employees placed by or on behalf of Oasis, will state that Oasis is an equal opportunity employer.

9. COMPLIANCE WITH LAWS, REGULATIONS, AND IMMIGRATION LAW. Oasis agrees to and shall comply with all applicable federal, state, and local laws, ordinances, and regulations, including all applicable licensing requirements. Oasis further agrees that Oasis does not, and shall not during the performance of this Agreement, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

10. DRUG-FREE WORKPLACE. During the performance of this Agreement, Oasis agrees to (i) provide a drug-free workplace for Oasis' employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in violation of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of Oasis that Oasis maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

11. PERSONNEL STANDARDS. Oasis ensures that all of its employees will maintain proper sanitary practices. Client will be allowed to do background checks in pre-qualifying Oasis employees. Oasis and any of its employees on-site shall strictly adhere to the Facility's rules, regulations, and guidelines. Employees are required to have passed drug-testing.

12. RECORDS. Oasis agrees to keep an accurate record of all sales in connection with the operation of the commissary and will permit Client to examine such records during normal business hours upon reasonable notice to Oasis. These records shall be made available to Client in electronic format at no cost. Oasis shall certify the authenticity and accuracy of the records upon request by client.

13. CONTINGENCIES. Neither party will be liable for any nonperformance, in whole or part, of its obligations under this Agreement caused by the occurrence of any contingencies beyond the control of the party such as war, sabotage, riot or other acts of civil disobedience, acts of third parties not within the control of the party, shortages of fuel, failures of power, accidents, fires, explosions, floods, or other acts of God. In the event that any contingency occurs, the party whose performance is affected will have a reasonable time in which to resume performance.

14. CHANGE OF SCOPE. In the event Client adopts a future policy that affects the amount of commissary revenue, such as the facility charging a booking fee, daily rate for being in jail, room and board rate, telephone commissary connection fees or any other process that would debit an inmate's account over and beyond what is currently in place, Oasis and Client will negotiate new financial arrangements within ten (10) days after written notice to Client.

15. INDIGENT PACKAGES. Oasis agrees to provide indigent packages to Client at an agreed upon price if Client so desires. Oasis may submit a request for payment not more than once each month for indigent packages. The payment requested shall be for the services completed and/or materials provided as required by this Contract and approved by the Client.

16. PRODUCTS, PROGRAMS, PRICING. Oasis shall offer a large selection of items and quality brand-name products. Selection and variety may be adjusted as mutually agreed upon by both parties. Any and all new products and/or specialty programs must be reviewed and approved by Client before being placed on menu or into service. Prices for the commissary items may not be higher than comparable item offered for retail sale in a sampling of drugstores, grocery stores, and convenience stores in the local area. Client reserves the right of final approval of any price for any item. Oasis agrees to maintain prices for the first year of the agreement term. Commencing with the first anniversary date and subsequent anniversaries of the contract, the prices may be increased to reflect the current local market prices with the approval of the client.

17. WAIVER. Failure of either party to enforce any term of this Agreement on one or more occasions will not constitute a waiver to enforce such or any other term on any other occasion.

18. MODIFICATION. No modification of any of the terms and conditions of this Agreement will be effective unless such modification is expressed in writing and signed by both parties.

19. ENTIRE AGREEMENT. This Agreement and the Exhibits hereto contain the entire understanding of the parties with respect to the subject matter hereof.

20. NOTICE. Notice means written notice, by certified mail or verified facsimile or personally delivered, to the address as either party may designate for itself by written notice to the other.

21. CHOICE OF LAW. This Agreement shall be governed by, and construed in accordance with, the laws of the Commonwealth of Virginia, without application of Virginia's conflict of law provisions. Each party to such Agreement shall thereby submit to the exclusive jurisdiction of the Circuit Court of the County of Roanoke, Virginia or in the event that jurisdiction is authorized, to the United States District Court for the Western District of Virginia, sitting at Roanoke, Virginia.

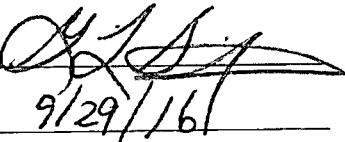
22. FINANCIAL ARRANGEMENTS. (a) Commissions to Client: Oasis will offer commissary once per week and pay a commission rate of 36% of net commissary sales. "Net Sales" is defined as total commissary sales minus any applicable taxes, postal products, and refunds.

(b) Accounting and Reporting. After the end of each week, Oasis will submit a report of Net

Sales and an itemization of the Client Commission during the preceding week period. The Client agrees to pay Oasis weekly for all items purchased through the Inmate Commissary. An interest rate of 1.5% will be assessed to all accounts in excess of forty-five days.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed in the day and year first above written.

OASIS MANAGEMENT SYSTEMS, INC.

BY : 
DATE: 9/29/16

COUNTY OF ROANOKE, VIRGINIA

BY : Stanley Wells
DATE: 9/30/16

Approved as to form:

R.H.S.
Roanoke County Attorney

EXHIBIT A TO CONTRACT # 2016-284
INMATE COMMISSARY AGREEMENT
Roanoke County Jail

SCOPE OF WORK

The County of Roanoke (the "County") may, from time to time require changes in the Scope of Work. Such changes which are mutually agreed upon by and between the County and Oasis Management Systems, Inc., (the "Contractor"), shall be incorporated in written amendments to this Contract.

The Contractor agrees to fully and properly perform all the work and services in accordance with the Contract, including compliance with the following requirements and providing those items set forth herein.

A. General Requirements:

1. Contractor shall provide all equipment, materials, goods, labor and services necessary to provide commissary services to the inmates incarcerated in the Roanoke County-Salem Jail (Jail). Commissary services shall be provided to the inmates weekly.
2. Contractor shall be responsible for the operation of the inmate canteen. Contractor shall establish proper operational procedures to ensure efficient, effective, and accountable operation of the canteen. Contractor shall strictly adhere to the Roanoke County-Salem Jail rules, regulations and guidelines.
3. Commissary services shall be provided from the Contractor's offsite warehouse. To help expedite the delivery of orders and ensure prompt technical support, we prefer that the Contractor's warehouse be located locally.

B. Pricing:

1. All prices listed in the Pricing Schedule (Exhibit B) (hereinafter referred to as "base prices") shall, except by mutual consent of the parties, remain unchanged during the first year of this Contract term. Commencing with the first anniversary date of the contract, the prices may be increased to reflect current market prices. However, the County reserves the right of final approval of any price increase for any item. Prices for the contract items may not be higher than a comparable item offered for retail sale in the local area. Selection and variety may be adjusted as mutually agreed upon by both parties.

C. Inventory:

1. Contractor shall stock the commissary with a large selection of items and quality products. The County shall approve all items carried in stock.
2. Contractor shall maintain ample stock of goods to assure successful operation of canteen. Every order shall be filled. There shall be no shortages or substitutions.
3. Contractor must provide name brand products. Private label brands will not be sold.
4. Purchase and payment for inventory shall be the sole responsibility of the Contractor.

D. Commissary Operations:

1. All sales of goods shall be generated from the facility's inmate telephone system. Menus shall show items available and their current prices. The Contractor shall provide menus to all inmates at the Roanoke County-Salem Jail.
2. Inmates shall enter the requested items into the Facility current inmate telephone system. The Jail currently uses New World for jail management systems and Inmate Calling Solutions, LLC (ICSolutions) for inmate telephone services. The system will inform the inmate of their account balance available for commissary purchase, if the inmate has sufficient funds available; the accounting program will update the inmate's account during the transaction, real time.
3. After all the inmate orders have been processed, orders shall be downloaded to the Contractor's off-site warehouse facility.
4. Contractor shall package inmate orders in heat sealed, clear plastic bags and boxed according to cell block or pod arrangement. Orders shall be delivered for distribution to the Jail the day after an order is placed by the Jail. All deliveries shall be made in a company owned truck.

E. Indigent Kits:

1. The Contractor shall issue to the indigent inmates who have less than \$0.00 in their account for more than 14 days an indigent kit package. The indigent package may be distributed at the Jail's discretion. The package shall include, but not be limited to the following:

Description	Qty.
Pen Flex	1
Writing Pad 5x8	1
Max. Sec. Antiperspirant – 2.5 oz.	1
Indigent Shampoo – 4 oz.	1
Toothpaste Indigent – 0.85 oz.	1
Toothbrush Paddle Security	1
Unstamped Envelope # 10	20
Disposable Underwear	2

F. The County's Office Responsibilities:

1. The County will provide the Contractor with access to the Facility's computer/inmate telephone system, which includes terminals and access to inmate's accounts, and enables the Contractor to deduct the costs of commissary purchases from such accounts.
2. The County shall enter in all inmate data, download orders to Contractor's off-site warehouse.

G. Contractor's Responsibilities:

1. Contractor shall purchase, stock, and sell all items listed on the menu.
2. Contractor must deliver commissary orders to the facility in a company owned truck and deliver commissary to the inmates. Contractor shall employ an off-duty Deputy at the Contractor's expense to distribute commissary to inmates.
3. Contractor shall utilize and provide the County with Lockdown Resident Banking Software or an equivalent inmate accounting program. Inmate accounting program shall be able to interface with the Jail's current jail management system. The computer software system should display the inmate's balance of funds available for commissary purchases, if the inmate has sufficient funds available; the accounting program shall update the inmate's account in the computer system.
4. Contractor must secure and pay all federal, state, and local taxes, licenses, permits and fees required for the delivery of commissary services. Such taxes and licenses shall be secured and paid for by the Contractor during the entire term of any resultant Contract.

5. Contractor must provide monthly reports to the County on gross sales, line item sales amounts, and number of welfare transactions.
6. Contractor shall keep full and accurate accounts of sales and other records related to the commissary services covered any resultant contract. All such records shall be retained by the Contractor for a period of five (5) years and may be audited by the County at any time, during regular working hours.
7. Contractor shall provide a deposit kiosk to be placed in the lobby/waiting area of the jail for friends and family to deposit money on their inmate's account. Contractor shall provide all equipment, materials, goods, labor, and services necessary to install a deposit kiosk in the lobby/waiting area of the jail. Fees for a cash deposit shall be in accordance with the Fee Schedule listed in the Contract. Kiosk should accept debit/credit cards.
8. Contractor shall provide a booking manager to be placed in the booking area of the Jail. Contractor shall provide all equipment, materials, goods, labor and services necessary to install a booking manager in the booking area of the jail. Inmates shall deposit all cash in to the kiosk upon intake. No fee will be accepted at this kiosk.
9. Contractor shall provide a debit card release. Fees for a debit card release shall be in accordance with the Fee Schedule listed in the Contract.
10. Contractor shall provide commissary ordering via inmate telephones.
11. Contractor must provide the County with a back-up plan in which the Jail is serviced from another warehouse.
12. Contractor shall use the County's existing jail management program and commissary records system for all commissary sales transactions without the need of any interface or integration.
13. Contractor shall attend meetings with County staff, when requested, and meet at least once every three (3) months with the County's liaison to review operations.

14. Contractor's employees are required to have passed drug-testing procedures and will have background checks done by the facility if necessary.

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EXHIBIT B TO CONTRACT # 2016-284
INMATE COMMISSARY AGREEMENT
Roanoke County Jail

PRICING SCHEDULE

ROANOKE COUNTY JAIL
SALEM, VA

Please Print and Mark Clearly

Name :	Signature :	
Last	First	
Inmate #:	Date of Birth :	Date:

Item	QTY	Price	Description	Item	QTY	Price	Description	Item	QTY	Price	Description					
<u>INDIGENT</u>																
<u>CHIPS/SNACKS</u>																
9967	6.65	Indigent Kit Roanoke, VA	2692	0.25	Mustard Packet	1318	1.35	Butterfinger	7777	30.00	AM/FM Radio (Clear)					
			2693	0.30	Mayonaise Packet	1324	1.35	Three Musketeer	HYGIENE							
1202	0.50	Saltines	2697	0.85	Jalapeno Pepper Slices	1336	1.35	Sugar Free Hard Candy	5023	0.80	Toothbrush Security					
1204	0.80	Wheat/Cheese Cracker	2721	1.05	Instant Rice-Chili Flavor	1342	1.05	Nutty Bar	1506	1.50	Toothpaste Colgate					
1206	0.80	Cheese/Pbutter Cracker	2793	0.45	Picante Sauce Squeezer	1345	1.15	Honey Bun	1509	1.65	Mouthwash					
1208	0.80	Chocolate Creme Cookie	2832	2.55	Hot Chili w/Beans	1350	1.05	Moon Pie	1510	0.85	Shave Gel					
1211	0.80	Hot Buffalo Wing Chips	1286	2.80	Tuna Pouch	1352	1.05	Large Choc. Chip Cookie	1511	4.85	Magic Cream Shave					
2115	0.85	Cheetos	<u>BEVERAGES</u>													
1212	0.80	BBQ Chips	1102	5.55	Coffee 4oz	1356	1.20	Pop Tarts (2pk)	1512	2.25	Brushless Shave Cream					
1214	0.80	Popcorn	1110	2.20	SS Cocoa Mix (5)	1361	0.95	Oatmeal Cream Pie	1515	0.20	Comb Small					
1215	0.85	Jalapeno Poppers	1115	2.20	Orange Bfast Drink 6oz	1380	1.35	Atomic Fireballs	1517	0.55	Afro Pick					
1217	0.85	Corn Chips	1123	0.45	SS Sugar Substitute (5)	<u>MISCELLANEOUS</u>										
1218	0.80	Pretzels	1126	5.55	Maxwell House 4oz	1701	1.45	Letter Size Pad	1518	1.85	Club/Palm Brush					
1219	0.85	Nacho Chips	1128	2.10	SF Fruit Punch (5)	1705	0.35	Large Envelope 9x12	1519	2.25	Stick Deodorant					
1220	1.15	Brownie	1130	2.10	SF Orange (5)	1708	0.15	#10 Unstamped Envelope	1520	3.20	Mennen Antiperspirant					
1224	0.80	Cheese Nips	1132	2.10	SF Tea (5)	7131	0.70	Pen Flex	1522	2.40	Dove Soap					
2253	1.10	Animal Crackers	1134	2.10	SF Black Cherry (5)	1715	2.10	Art / Sketch Pad	1524	3.05	Lady Speed Stick					
1226	1.15	Combos	1136	2.10	SF Lemonade (5)	1718	3.95	Dictionary	1531	1.45	Dial Soap					
<u>CANDY/PASTRY</u>																
1240	0.85	Soup - Chicken	1302	0.75	Salted Peanuts	1724	2.40	Card w/Stamp (General)	1532	1.15	Ivory Soap					
1241	0.85	Soup - Beef	1304	1.00	Granola Bar	1725	2.40	Card w/Stamp (Birthday)	1540	0.65	Soap Dish					
1242	0.85	Soup - Shrimp	1305	1.35	Peppermints (Bag)	1726	2.40	Card w/Stamp (Seasonal)	5461	0.25	Pony Tail Holder (1)					
1243	0.85	Soup - Chili	1306	1.40	Asst. Jolly Rancher	1730	2.15	Playing Cards	1552	1.75	Protein Shampoo 8oz					
1244	0.85	Soup - Oriental	3065	1.35	Starburst - Original	1731	2.15	Pinochle Cards	1554	1.90	Dandruff Shampoo					
1260	1.20	Beef Stick	1308	1.35	Twizzler	7353	22.95	Prayer Rug	5543	2.45	VO5 Shampoo					
1262	1.20	Hot Sausage	1310	1.35	Snickers	1740	0.85	Tumbler 22oz	5544	2.45	VO5 Conditioner					
2631	2.10	Cheese Stick 4oz	1312	1.35	Milky Way	1744	0.35	Spoon (Orange)	5574	1.35	Styling Gel					
1266	0.80	Peanut Butter Squeezer	3143	1.35	Peanut Butter Cup Reeses	1760	1.05	AAA Battery (1)	1558	1.75	Hair Conditioner					
1268	2.55	Jelly Grape 12oz	1316	1.35	M&M Peanut	1762	1.05	AA Battery (1)	1562	1.35	Body Powder					
2691	0.25	Ketchup Packet				1774	7.00	Radio Earbuds	1566	1.95	Hand/ Body Lotion					

\$75 Maximum per week. No inmate may order for another inmate.

Inmates released prior to receiving order have 48 hours to retrieve order from facility.

Seasonal Cards: Valentine's, Easter, Mother's Day, Christmas.

All sales are final. Your signature and submission of this order authorizes payment of this order. No refunds/returns will be allowed.

Print Date: 05/25/2016

ROANOKE COUNTY JAIL
SALEM, VA

Please Print and Mark Clearly

Name : Last First Inmate #:	Signature : Date of Birth :
Date:	

Item	QTY	Price	Description	Item	QTY	Price	Description	Item	QTY	Price	Description		
<u>HYGIENE continued</u>						<u>HYGIENE continued</u>							
<u>CLOTHING</u>						<u>CLOTHING continued</u>							
1567	4.30	Liquid Antacid		1603	1.95	Socks - Cotton Crew		6208	13.00	Sweatshirt Gray (XL)	1682	8.00	Thermal Bottom (3XL)
1568	2.35	Cocoa Butter Lotion		6048	11.00	Kufi (White)		1621	3.90	Shower Shoes (M)	6820	65.95	Hi-Top Reebok Shoe (7)
1569	5.55	Lubriderm Lotion		1605	3.70	Boxer Shorts (S)		1623	3.90	Shower Shoes (L)	6821	65.95	Hi-Top Reebok Shoe (8)
1570	2.55	Cotton Swabs Plastic		1606	3.70	Boxer Shorts (M)		1625	3.90	Shower Shoes (XL)	6822	65.95	Hi-Top Reebok Shoe (9)
1573	0.55	Emery Boards (5ea)		1607	3.70	Boxer Shorts (L)		6254	16.15	Sweatpants Gray (2XL)	6823	65.95	Hi-Top Reebok Shoe (10)
1575	1.90	Foam Rollers		1608	3.70	Boxer Shorts (XL)		6255	16.15	Sweatpants Gray (3XL)	6824	65.95	Hi-Top Reebok Shoe (11)
1578	0.30	Throat Lozenges SS		1609	4.75	Boxer Shorts (2XL)		6256	16.15	Sweatpants Gray (4XL)	6825	65.95	Hi-Top Reebok Shoe (12)
1579	2.30	Tolnaftate Cream		1610	5.75	Boxer Shorts (3XL)		6258	16.15	Sweatshirt Gray (2XL)	6826	65.95	Hi-Top Reebok Shoe (13)
5793	0.55	A&D Ointment		6107	6.75	Boxer Shorts (4XL)		6259	16.15	Sweatshirt Gray (3XL)	6827	65.95	Hi-Top Reebok Shoe (14)
5806	3.35	Saline Nose Drops		1611	3.75	T-Shirt (S)		6261	16.15	Sweatshirt Gray (4XL)	1689	40.00	Leather Tennis Shoe (8)
5812	3.95	Hydrocortisone Cream		1612	3.75	T-Shirt (M)		1629	8.00	Gym Shorts Blue (S)	1690	40.00	Leather Tennis Shoe (9)
5813	0.75	Triple Antibiotic Ointment		1613	3.75	T-Shirt (L)		1630	8.00	Gym Shorts Blue (M)	6901	50.00	Hi-Top Leather (7)
5817	1.00	Alka Seltzer (2pk)		1614	3.75	T-Shirt (XL)		1632	8.00	Gym Shorts Blue (L)	6902	50.00	Hi-Top Leather (8)
1584	0.25	Denture Tablet (1)		1615	4.75	T-Shirt (2XL)		1634	8.00	Gym Shorts Blue (XL)	6903	50.00	Hi-Top Leather (9)
1587	3.45	Effergrip		6155	4.75	T-Shirt (3XL)		6341	9.00	Gym Shorts Blue (2XL)	6904	50.00	Hi-Top Leather (10)
1590	3.55	Multi Vitamin		6156	6.75	T-Shirt (4XL)		6342	9.00	Gym Shorts Blue (3XL)	6905	50.00	Hi-Top Leather (11)
1591	0.65	Foam Ear Plugs		1620	3.85	Shower Shoes (S)		1670	6.00	Thermal Top (M)	6906	50.00	Hi-Top Leather (12)
5912	4.75	Saline Solution 12oz		6201	13.00	Sweatpants Gray (S)		1672	6.00	Thermal Top (XL)	6907	50.00	Hi-Top Leather (13)
1592	0.65	Aspirin (2pk)		6202	13.00	Sweatpants Gray (M)		1673	6.50	Thermal Top (2XL)	1692	40.00	Leather Tennis Shoe (10)
1593	0.65	Ibuprofen (2pk)		6203	13.00	Sweatpants Gray (L)		1674	8.00	Thermal Top (3XL)	1694	40.00	Leather Tennis Shoe (11)
1594	1.25	Antacid (Roll)		6204	13.00	Sweatpants Gray (XL)		6741	8.00	Thermal Top (4XL)	1696	40.00	Leather Tennis Shoe (12)
1595	1.35	Cough Drops		6205	13.00	Sweatshirt Gray (S)		1678	6.00	Thermal Bottom (M)	POSTAL		
1596	1.55	Chapstick		6206	13.00	Sweatshirt Gray (M)		1680	6.00	Thermal Bottom (XL)	1801	0.63	Stamped Envelope
1597	0.65	Acetaminophen (2pk)		6207	13.00	Sweatshirt Gray (L)		1681	6.50	Thermal Bottom (2XL)	1803	0.47	Stamp
1598	3.35	Benzoyl Peroxide 10%						6811	8.00	Thermal Bottom (4XL)	1811	0.01	One Cent Stamp

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