

BILL NO.: 18-0816

ORDINANCE NO.: 18-

0359

INTRODUCED BY: COUNCIL MEMBER (s) Dickowski

1           **AN ORDINANCE AWARDING BIDS FOR CERTAIN PRODUCTS AND**  
2           **SERVICES TO THE LOWEST AND BEST BIDDERS AS REFLECTED IN THE**  
3           **RESPONSES TO CERTAIN INVITATIONS FOR BID AND REQUESTS FOR**  
4           **PROPOSALS FOR JAIL COMMISSARY 2018; AND AUTHORIZATION FOR**  
5           **THE COUNTY EXECUTIVE TO EXECUTE ANY NECESSARY AGREEMENTS**  
6           **OR CONTRACTS TO EFFECTUATE THE AWARD OF THE BIDS AND**  
7           **PROPOSALS.**

8                   **WHEREAS**, Jefferson County, Missouri, (hereafter, the “County”) in response to  
9 certain Invitations for Bids and Requests for Proposals issued by the County, received bids  
10 and proposals for the following items or services:

11 BID NAME

12 Jail Commissary 2018

13 NUMBER OF BIDS RECEIVED

14

15 DATE OF BID OPENING

16 6-12-2018

17           **WHEREAS**, after reviewing the bids and proposals set forth above, the  
18    Department of the Sheriff has determined that certain bids and proposals represent the best

1 bid for the respective items or services and met the bid or proposal specifications issued by  
2 the County; and

3 **WHEREAS**, the Jefferson County, Missouri, Council finds it is in the best interest  
4 of the County to award the bids and proposals to Keefe Commissary Network, LLC for a  
5 term from date of approval to 08-13-20 upon approval by the County Council and County  
6 Executive for **up to \$221,000.00 annually, for total amount not to exceed \$221,000.00**  
7 **annually**, subject to budgetary limitations.

8 **BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI, COUNCIL,**  
9 **AS FOLLOWS:**

10 **Section 1.** The County awards the following bids and proposals which are  
11 incorporated by this reference as if fully set out herein, to the lowest and best vendor(s)  
12 bidding for each respective item or service as follows:

13 **BID NAME**

14 Jail Commissary 2018

15 **TERM**

16 Date of approval to 08-13-20

17 with one (1) additional renewal option

18 Upon approval by the County Council and County Executive

19 **AMOUNT**

20 **Up to \$221,000.00 annually,**

21 **for total amount not to exceed \$221,000.00 annually,**

22 subject to budgetary limitations

**AWARDED BIDDER**

## Keefe Commissary Network, LLC

3        The Jefferson County, Missouri, Council hereby authorizes the County Executive  
4        to execute the agreement attached hereto and incorporated herein by Reference as Exhibit  
5        "A" and any agreements or contracts necessary to effectuate the award of the bids and  
6        proposals set forth in this Ordinance. The County Executive is further authorized to take  
7        any and all actions necessary to carry out the intent of this Ordinance.

8        Section 3.      Copies of all Invitations for Bid, Requests for Proposals, responses  
9        thereto, and any contracts or agreements shall be maintained by the Department of the  
10      County Clerk consistent with the rules and procedures for the maintenance and retention  
11      of records as promulgated by the Secretary of State.

12        Section 4.     This Ordinance shall be in full force and effect from and after its  
13      date of approval. If any part of this Ordinance is invalid for any reason, such invalidity  
14      shall not affect the remainder of this Ordinance.

**THIS BILL BEING DULY INTRODUCED, THE MEMBERS OF THE JEFFERSON COUNTY, MISSOURI, COUNCIL VOTED AS FOLLOWS:**

Council Member District 1, Don Bickowski

Yes

Abstain

Absent

Council Member District 2, Renee Reuter

Yes

Yes

Yes

Yes

Council Member District 3, Phil Hendrickson

Council Member District 4, Charles Groeteke

Council Member District 5, Daniel Darian

Council Member District 6, Daniel Stallman

Council Member District 7, James Terry

**THE ABOVE BILL ON THIS 13<sup>th</sup> DAY OF August, 2018:**

✓ PASSED            FAILED

Don Bickowski  
Don Bickowski, County Council Chair

Pat Schlette  
Pat Schlette, Council Administrative Assistant

THIS BILL WAS  APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 14<sup>TH</sup> DAY OF AUGUST, 2018.

THIS BILL WAS  VETOED AND RETURNED TO THE JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS  DAY OF , 2018.

Kenneth B. Waller  
Kenneth B. Waller, Jefferson County, Missouri, Executive

ATTEST:

Randy B. Holman

Randy B. Holman, County Clerk

BY: Jahr Bemlon

Reading Date: 08-13-2018

## Executive Summary

Keefe Commissary Network, L.L.C. (KCN) would like to thank the Jefferson County Sheriff's Office for the partnership we have enjoyed over the years. Additionally, we appreciate the opportunity to submit a proposal for jail commissary services with the hopes of continuing this lengthy partnership.

KCN acknowledges, accepts, and will comply with all terms, conditions, and specifications as stated in the RFP, unless otherwise stated.

KCN has included all the required forms as outlined in the Invitation to Bid.

KCN's goal in submitting this bid response is to demonstrate the benefits KCN can provide to Jefferson County Sheriff's Office if KCN is selected to continue as your partner for commissary services. We view each account as a partnership, and work diligently to ensure that each program is tailored to meet the specific needs of the customer. We hope that we have displayed this commitment during our time as your commissary provider/partner, which now extends beyond 20 years.

KCN is the largest commissary provider in the nation, currently providing commissary service to over 65% of the outsourced inmate population, no other commissary vendor comes close, the next closest competitor services under 10% of the outsourced inmate population.

If selected as your partner to provide commissary service, KCN would continue to service the Jefferson County Sheriff's Office out of our Midwest Distribution Center, which is located a mere 40 or so miles away in Bridgeton, Missouri. Additionally, our corporate office, and **our entire technical support** team is located in St. Louis County as well. The addresses of our distribution center as well as our corporate offices are listed below.

### **Midwest Distribution Center**

13870 Corporate Woods Trail  
Bridgeton, MO 63044  
314-264-2900

### **KCN Corporate**

10880 Lin Page Place  
St. Louis, MO 6313  
314-919-4100

The following individuals are authorized to answer questions regarding this bid:

**Steve Kruse** – Midwest KCN Regional Manager  
314-264-2903, [skruse@keefegroup.com](mailto:skruse@keefegroup.com)

**Steve Busch** - Midwest Group Vice-President  
314-264-2909, [sbusch@keefegroup.com](mailto:sbusch@keefegroup.com)

**Joe Bauer** – Account Manager  
314-264-2967, [jbauer@keefegroup.com](mailto:jbauer@keefegroup.com)

Two separate commission offerings have been included in this proposal for the commissary service and technology that has been requested in this RFP, labeled 'Option A' and 'Option B', each with a

different pricing structure. 'Option A' calls for the exact same pricing that is currently in place today, while 'Option B' pricing has been increased at a rate that would allow us to match the commission rate the county is currently receiving. Either of these options is open to negotiation, if necessary, in order to create the combination of commission and pricing that is best suited for the Jefferson County Sheriff's Office.

Additionally, KCN can offer the county the ability to implement the **industry's only direct-debit vending service** for the inmate population, as a means of augmenting the current bag and deliver commissary service. In facilities where KCN has implemented this service facility-wide, KCN has attained monthly dollar-per-inmate (DPI) sales in the \$105-\$130 range. By comparison, Jefferson County's current monthly DPI is roughly \$38. Additional information on this service has been included at the end of this proposal.

KCN also offers the potential to implement a tablet program (see below for available features/functions – also additional information on this service has been included at the very end of this proposal) if this is of interest to Jefferson County. Implementation of this program would be subject to negotiation as it would require the county be willing to allow inmates access to some of the revenue producing service options this program offers, as a means of offsetting the cost of the installation, equipment and ongoing maintenance.

Tablet program offers the following features and functions:

- Electronic Inmate Grievances
- Electronic Inmate Requests
- Commissary Ordering
- News
- Law Library
- Secure Web Browsing
- Inmate Resources
- Religious, Self-Improvement & Recovery Content
- Music & Entertainment
- Acuity Games
- Library of eBooks
- Education: Telmate Academy

KCN believes its proposal offers Jefferson County Sheriff's Office an exceptional combination of experience and resources to meet the needs of your commissary program. KCN is offering the Jefferson County Sheriff's Office, innovative and superior technology (i.e., direct-debit vending & tablet program), competitive pricing to the inmate, product selection specifically catered to the correctional environment, superior distribution capabilities, and unmatched customer service. We look forward to the prospects of continuing to work with the staff at the Jefferson County Sheriff's Office. We continue our belief in earning your business each and every day and will do all that is necessary to keep you more than satisfied with our service.

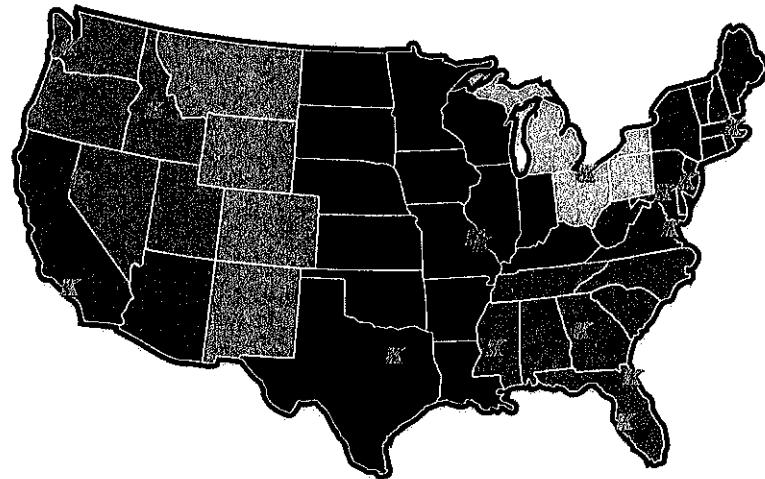
## Company Background



**Keefe Group** is comprised of six business units, including **Keefe Supply Company**, **Keefe Commissary Network**, **Access Securepak**, **Access Corrections**, **IC Solutions**, and **Advanced Technologies Group**.

**Keefe Supply Company** entered the corrections market in 1975 by supplying single-serve coffee packets to the Florida prison system. It's the nation's leading provider of food, personal care items, shoes, electronics and clothing to prison and jail commissaries nationwide. From the beginning, Keefe has pioneered the development of products designed to meet the correctional industry's unique safety and security requirements. Its innovations include flexible pouches, which replaced metal cans, clear housing for electronics and clear packaging of food and personal care items. Today, Keefe Supply Company offers more than 10,000 name-brand and private-label products to the federal, state and county markets.

Keefe currently has **seventeen (17) distribution centers** totaling 1,439,000 square feet, shipping over 25 million pounds of inventory per month and carrying over **\$80 million in inventory daily**. Should a service disruption occur at the service center providing service to your facility (in Bridgeton, Missouri), backup service could easily be provided from one of two Keefe distribution\service centers (Strongsville, Ohio and Dallas, Texas) offering a one-day or two-day delivery service to the Jefferson County Sheriff's Office.



**Keefe Commissary Network (KCN)** was established in 1993 to provide privatized commissary services to prisons and jails nationwide. It was created specifically to meet the changing needs of Keefe customers, and it quickly became the largest supplier of privatized commissary operations in the nation. Because KCN writes and supports its own software and provides 24/7/365, live technical support, it has set the industry standard for commissary technology and customer service. In addition to commissary and software capabilities, KCN's EDGE housing unit kiosk is the leading inmate self-service system used by correctional facilities today. Currently, KCN

has contracts with **744 correctional facilities** totaling over **496,571 inmates** nationwide, and has 13 statewide DOC commissary contracts.

***Access Securepak***, established in 1993, offers the most comprehensive custom inmate package program in the correctional industry. Family members and friends can send packages to inmates while eliminating contraband and greatly reducing package processing time. Securepak can customize a program to fit any facility's needs, and it gives its customers several easy and convenient ways to place orders—online, by phone or with pre-printed order forms. Access Securepak has over 125 individual active programs spanning the entire country, and is the exclusive provider to 21 statewide DOC's.

***Access Corrections***, established in 2006, is leading the way on many fronts by streamlining how correctional facilities manage and process the flow of information, financial transactions and entertainment for inmates. Access Corrections offers a variety of services, ranging from deposit services and debit release cards to electronic messaging and MP4 players. Integrated Data Detective software can identify and connect individuals on the outside who have interacted with multiple inmates at a facility. Access Corrections has contracts with 16 statewide DOCs for its Music Program, 16 statewide DOCs for Deposit Services and 6 statewide DOCs for electronic messaging.

***Inmate Calling Solutions (IC Solutions)***, founded in 2002 and acquired by Keefe Group in 2006, is a leading provider of innovative telecommunications products and technologies to the correctional market. The advanced call-processing platform includes unique capabilities, features and investigative tools that help facilities manage the flow of telephone communication between the inmates and their family and friends. A variety of payment plans and calling options, coupled with live customer service agents, translate to more call completions, greater customer satisfaction and increased revenues for the facilities. IC Solutions currently serves over 200,000 inmates in over 200 correctional facilities, and is deployed at 8 statewide DOC's.

***Advanced Technologies Group (ATG)***, founded in 1991 and acquired by Keefe Group in 2011, develops customizable software specifically for state and federal correctional agencies. The company's software solutions are designed to support all aspects of managing offenders, including case management, electronic health records, pharmacy administration, trust accounting, commissary operations, food service, inmate enablement and investigation solutions. It helps state and federal correctional agencies to operate more efficiently and helps offenders prepare to re-integrate into society. To date, 6 statewide DOCs and the Federal Bureau of Prisons have chosen ATG software solutions.

***Keefe Group*** strives to continually exceed its customers' expectations by providing the most timely and innovative solutions, and to always make exceptional service—the cornerstone of a lasting partnership—its top priority.

**We noted that the RFP did not request\require vendors to submit a list of references. References are available upon request.**



**JEFFERSON COUNTY  
DEPARTMENT OF ADMINISTRATIVE SERVICES**  
729 MAPLE ST / PO BOX 100  
HILLSBORO MO 63050  
[WWW.JEFFCOMO.ORG](http://WWW.JEFFCOMO.ORG)

PENGAD 800-651-6869

EXHIBIT

A

**BID #: 18-0040**

**Request for Proposal: JAIL COMMISSARY 2018**

**Date Issued: 5-15-2018**

PROPOSALS SHALL BE ACCEPTED UNTIL: TUESDAY, JUNE 12, 2018 AT 2:00 P.M. LOCAL TIME.

**Specification  
Contact:**

**CAPTAIN ANDREW SIDES**  
Jefferson County Sheriff's Office  
636-797-5538  
[asides@jeffcomo.org](mailto:asides@jeffcomo.org)

**Contract  
Contact:**

**VICKIE PRATT**  
Department of Administrative Services  
636-797-5380

**Mail (3) Three  
Complete Copies  
With Vendor And  
Proposal  
Information As  
Shown In Sample:**

**Contract Term:  
upon approval by  
the County Council  
and County  
Executive**

**Vendor  
Information:**

**SAMPLE ENVELOPE**

*VENDOR NAME*

*VENDOR ADDRESS*

*CONTACT NUMBER*

**DEPARTMENT OF THE COUNTY CLERK**

**JEFFERSON COUNTY MISSOURI**

**729 MAPLE ST / PO BOX 100**

**HILLSBORO MO 63050-0100**

**SEALED PROPOSAL: (PROPOSAL NAME)**

The undersigned certifies that he/she has the authority to bind this company in an agreement/contract to supply the commodity or service in accordance with all terms, conditions, and pricing specified. This Proposal, if accepted, will constitute an Agreement and Contract with Jefferson County, Missouri, upon approval of the County Council and County Executive. Prices are firm during this agreement term, unless agreed upon in writing by the County. The County has the option to renew this agreement at the same terms and conditions as the original agreement for one additional one-year term with the written consent of the successful bidder. Price increases for renewals are not authorized unless approved in writing by the County.

Keefer Commissary Network, LLC  
Company Name

Steven M. Busch  
Authorized Agent (Print)

13870 Corporate Woods Trail  
Address

St. Louis, MO 63146  
Signature

Bridgeton, MO 63044  
City/State/Zip Code

Group VP

Title

314-264-2900

6-11-18

43-1856999

Telephone #

Date

Tax ID #

shbusch@kfcgroup.com  
E-mail

314-264-2901

Fax #

SM

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### **\*REQUIRED DOCUMENTS\***

- 1. Current and valid Certificate of Insurance or binder showing required insurance coverage must be provided with each bid.**  
(County must be added as additional insured if awarded)
- 2a. Proof that Bidder does not owe delinquent real or personal property in Jefferson County (tax receipts for past 3 years)**  
Obtain receipts at <http://jeffersonmo.devnetwedge.com>
- Or**
- 2b. A notarized affidavit, on company letterhead stating that the applicant does not own any real or personal property in Jefferson County, Missouri.**
- 3. A Notarized affidavit of work authorization and current business entity status with E-verification documentation (pages 9 & 10).**
- 4. Agreement to be executed by the County upon approval by the County Council and County Executive (Bidder is required to complete company information and execute signature).**
- 5. Cooperative Bid Form (last page)**
- 6. All pages of the Invitation for Bid/Request for Proposal must be used when submitting your bid/proposal response along with initialing each page with the bid/proposal. Additional information may be included separately.**
- 7. Bid deposits/bonds must be in the exact amount as stipulated in the bid. (if required)**

**\*BIDS MAYBE REJECTED IF REQUIRED DOCUMENTATION IS NOT INCLUDED OR COMPLETED AT DISCRETION OF THE COUNTY**

## PROPOSAL REQUIREMENTS

Bidder shall initial all pages and return where the Bid Document denotes

"BIDDER'S INITIALS" *Suey B*

**A. DEFINITIONS:**

1. The term "County" means the Jefferson County, Missouri and its designated representatives.
2. The term "Vendor" means Supplier, Contractor, and Seller and includes designated representatives.
3. The term "RFP" means Request for Proposal.
4. The term "Agreement/Contract" means Binding Agreement, Contract, Request for Purchase, Order.

**B. PROPOSAL SUBMISSION:**

Submit bid form in original (one original) and two (two copies) with all specification pages, if applicable. No facsimile or electronic proposals shall be accepted and shall be rejected. A fully executed Affidavit is required by Section 285.530 RSMo., and shall be submitted with the proposal form. A copy of the Affidavit is attached hereto. Failure to execute the Affidavit shall result in the proposal being rejected. Vendor shall comply with the requirements of Sections 285.525 to 285.555 of the Revised Statutes of the State of Missouri. If any part of the work is subcontracted, each subcontractor shall comply with the same requirements of this specification. No contractor shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri. Vendor and any of its subcontractors, shall, by sworn affidavit and provision of documentation, affirm their enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Vendor and its subcontractors shall also sign an affidavit affirming that they do not knowingly employ any person who is an unauthorized alien.

Prevailing Wage Vendor and its subcontractors shall pay not less than the prevailing hourly rates of wages, as determined by the Labor and Industrial Relations Commission of Missouri. Vendor shall abide by the most current Annual Wage Order published by the Missouri Department of Labor and Industrial Relations or other similar resources and publications. Failure to comply with any provision, provide any required documentation, insurance forms or deposits or bonds in exact amounts or any other term or condition that is not in strict conformance shall result in the bid being rejected.

**C. BASIS OF PROPOSAL AWARD:**

Award may be made on an item-by-item basis to the lowest and best proposals or award may be made to the lowest and best proposal total, whichever is in the best interest of the County. County may reject any or all proposals for any reason and may waive any informality. Proposals submitted from a Missouri State Contract shall include a copy of the State Contract with the proposal.

It is further agreed that the Contract shall not be valid and binding upon the County until approved by the County Counselor, as to legal form and is subject to the Ordinances, Resolutions and Orders of Jefferson County, Missouri, and State and Federal Law. If no proposal or proposals have been awarded by the County Council within forty-five (45) days following the opening of the proposal then all proposals will be deemed rejected.

**D. PROPOSAL PREPARATION:**

1. Vendors are responsible for examination of drawings, specifications, schedules and instructions.
2. Each Vendor shall furnish the information required by the invitation. The vendor shall sign all required documents. All deletions and erasures shall be initialed.
3. Alternate proposals for supplies or services other than specified shall not be considered unless authorized by invitation.
4. Vendor shall state a definite time for delivery of goods or for performance of services unless otherwise specified in the Request for Proposal.
5. When specified, samples must be timely submitted and at no expense to the County.
6. Failure to adhere to all requirements may result in the response being disqualified as non-responsive.

**E. MODIFICATION OR WITHDRAWAL OF PROPOSALS:**

Proposals may be modified or withdrawn prior to the exact hour and date specified for receipt of proposals, provided the modification or withdrawal is in writing and is delivered in the same manner as a proposal submission.

**F. LATE PROPOSALS:**

It is the responsibility of the vendor to deliver his proposal or proposal modification on or before the date and time of the proposal closing to the Department of the County Clerk of Jefferson County. Proposals received late will be rejected and returned unopened to the vendor.

**G. BID DEPOSITS/BONDS:**

Bid Deposits/Bonds are not required unless specified in the specifications. Bid deposits/Bonds must be in the exact amount as stipulated in the bid.

**H. MATERIAL AVAILABILITY:**

Vendors must accept responsibility for verification of material availability, product schedules and other pertinent data prior to submission of proposal and delivery time. It is the responsibility of the vendor to notify the County immediately if the materials specified are discontinued, replaced, or not available for an extended period of time. All materials ordered by the County, shall be as needed. A sample of materials may be requested.

**I. ALTERNATE PROPOSALS:**

Where required, vendors must submit complete specifications on all alternate proposals with the proposal form. Alternate proposals without complete specifications may be rejected. Alternate proposals and exceptions to proposal clauses must be clearly noted on the proposal form. The County may accept or reject alternate proposals; whatever is most advantageous to the County.

**J. INCORPORATION OF DOCUMENTS:**

The terms of the proposal invitation, proposal specifications, proposal form are and shall be incorporated into the contract as if fully setout therein. The Proposal, if accepted and approved by the County Council and County Executive shall constitute the terms of a Contract or Agreement with Jefferson County, Missouri, subject to any further Amendments, Memoranda or other documents or specifications which must be set forth in writing and signed by all parties.

**K. ADDENDA:**

Addenda to proposal specifications are incorporated by reference as if fully setout herein. It is the responsibility of the vendor to insure and verify that they are in receipt of and completed all attached addenda's prior to submission of proposal forms. Verification is made by contacting the Department of Administrative Services or by reviewing the County Web Site. ([www.jeffcomo.org](http://www.jeffcomo.org)).

**L. INSURANCE:**

The Vendor/Contractor shall purchase and maintain insurance with an insurance company licensed to do business in the State of Missouri or in the state where the vendor is incorporated or otherwise licensed to do business and which shall remain, at all times during the term of any contract with the County, in full force and effect. Preference will be given to a Vendor/Contractor who provides insurance with an insurance company licensed to do business in the State of Missouri, but in any event said Vendor/Contractor shall provide said insurance at it's own expense. Such insurance shall be provided as will protect the Vendor/Contractor from claims which may arise out of or result from the Vendor/Contractor's execution of the work, whether such execution be by himself, his employees, agents, or by anyone for whose acts any of them may be liable. If any such work covered by the Contract is to be performed on County owned or leased premises, the Vendor agrees to carry liability and workman's compensation insurance, satisfactory to the County, and to indemnify the County against all liability, loss, and damage arising out of any injuries to persons and property caused by the Vendor, his sub-contractors, employees or agents. The insurance coverage shall be such as to fully protect the County and the general public from any and all claims for injury and damage resulting by any actions on the part of the Vendor/Contractor or its' forces as enumerated above. All policies must name the County as an additional insured and provide for thirty (30) days written prior to any material changes or cancellation. Any disputes regarding a breach, insurance amounts, liability, coverage, lapse or otherwise shall be litigated in the Circuit Court of Jefferson County, Missouri and the same shall be incorporated into any Contract agreed to by the parties.

THE COUNTY REQUIRES A CURRENT AND VALID CERTIFICATE OF INSURANCE OR BINDER SHOWING REQUIRED INSURANCE COVERAGE MUST BE PROVIDED WITH EACH BID. JEFFERSON COUNTY MUST BE ADDED AS AN ADDITIONAL INSURED AFTER AWARD OF THE BID. ANY LAPSE IN INSURANCE COVERAGE OR CANCELLATION THEREOF BY THE CONTRACTOR OR SUB-CONTRACTORS DURING THE TERMS OF THE CONTRACT SHALL IMMEDIATELY BE DEEMED A MATERIAL BREACH UNDER THE TERMS OF ANY CONTRACT.

**A. ( X )Required ( ) Not Required      Comprehensive General Liability Insurance**

The Vendor/Contractor shall maintain and keep in full force and effect during the terms of this Contract such comprehensive general liability insurance as shall protect them from claims which may arise from operations under this Contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.

**B. ( X )Required ( ) Not Required      Professional Liability Insurance**

The Vendor/Contractor shall provide the County with proof of Professional Liability Insurance, which shall protect the County against any and all claims, which might arise as a result of the operation of the Vendor/Contractor in fulfilling the terms of this Contract during the life of the Contract. The minimum amounts of such insurance will be \$1,000,000.00. Should any work be subcontracted, these limits will also apply.

**C. ( X )Required ( ) Not Required      Worker's Compensation Insurance:  
per Missouri Revised Statutes Chapter 287**

The Vendor/Contractor or his sub-contractor or contractors, shall maintain and keep in force of this Contract such worker's compensation insurance limits as required by the statutes of the State of Missouri and Employer's Liability with limits no less than \$500,000.00.

**M. PROPOSAL OPENINGS:**

Proposals will be publicly opened and read aloud at the time indicated on page 1. The vendors and the public are invited but not required to attend the formal opening of the proposals. No decisions relating to the award of a contract or agreement will be made at the opening.

**N. PROPOSAL TABULATIONS:**

Proposal Tabulations will be available 5 to 7 business days following the proposal opening. Proposal submissions are open for public review at the time of the proposal opening. Proposal tabulations are posted on the County's web-site address, [www.jeffcomo.org](http://www.jeffcomo.org), under the services tab, Invitation for Bid/Request for Proposal link. **NO COPIES** of proposal tabulations are sent to vendors.

**PROPOSAL FORM AND CONTRACT**

**A. PROPOSAL REPRESENTATIONS:**

The vendor, by executing the proposal form certifies that:

1. The proposal complies with Request for Proposal, Form and Proposal Specifications.
2. The vendor is not debarred or suspended from participation in Federal Assistance programs.

**B. TAXES:**

No bid or proposal shall be awarded by Jefferson County unless the prospective bidder provides proof that the bidder does not owe delinquent real or personal property taxes to Jefferson County. The prospective bidder may be required to provide proof in the form of an original paid tax receipt issued by the Jefferson County Collector or a verified affidavit stating that the applicant does not own any real or personal property in Jefferson County. Tax receipts for the past 3 years are required and may be obtained at <http://jeffersonmo.devenetwedge.com/> or a notarized affidavit stating that the applicant does not own any real or personal property in Jefferson County on company letterhead.

Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective bidder provides proof that the bidder does not owe delinquent real or personal property, or that the bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective bidder provides proof that the bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.

**C. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:**

1. The prices in the proposal shall be independently determined, without consultation, communication, or agreement for the purpose of restricting competition as to any matter relating to price with any Vendor or other person.
2. Unless otherwise required by law, the prices shall not have been knowingly disclosed by the Vendor prior to opening; or
3. No attempt has been made or will be made by the vendor to induce any other person or firm to submit or not to submit a proposal.

**D. PRICE:**

The price(s) specified in this proposal shall be firm and not subject to contingency or reservation. The vendor represents prices specified in the proposal do not exceed current selling price for the same or substantially similar good or service, and are the same as or lower than other prices charged to the vendor's most favored customer. In the event the stated prices are determined to be higher than the prices for which Supplier has sold the items, or services, to others, this contract price shall be reduced accordingly. **Proposal prices are ALL INCLUSIVE: (Shipping, Handling, Delivery, and Assembly to locations specified by the County).** Prices shall be firm for ALL County departments and locations for term of the agreement.

**E. MISSOURI DOMESTIC PRODUCT PROCUREMENT ACT:**

Vendor represents that the goods provided comply with Sections 34.350 to 34.359, RSMo., known as the Domestic Product Procurement Act. The act encourages the purchase of products manufactured or produced in the United States, State of Missouri, and Jefferson County, Missouri. Vendor shall include proof of compliance with the Act with the proposal.

**F. NON-EXCLUSIVE AGREEMENT:**

The contractor shall understand and agree that the contract shall not be construed as an exclusive agreement and further agrees that the County may secure identical and/or similar services or products from other sources at anytime in conjunction with or in replacement of the contractor's services.

**H. INSPECTION, ACCEPTANCE AND APPROVALS:**

Goods shall at all times and places, including the period of manufacture, are subject to inspection and test by County. County will accept or give notice of rejection of goods delivered within a reasonable time after receipt. Acceptance shall not waive any warranty. All goods supplied are subject to final inspection and acceptance by County notwithstanding payment, prior inspections or approvals. County may require prompt replacement or correction of rejected goods at Supplier's expense, including a reduction in price for rejected goods. Supplier shall not resubmit rejected goods to County without prior written approval and instructions from County. In addition, Supplier shall identify resubmitted goods as previously rejected. Supplier shall provide and maintain a quality assurance and control system acceptable to County.

**I. WARRANTY:**

Unless otherwise agreed to in writing by the parties, Supplier warrants that items ordered to specifications will conform thereto and to any drawings, samples or other descriptions furnished or adopted by County, or, if not ordered to specifications will be fit and sufficient for the purpose intended, and that all items will be new, merchantable, of good material and workmanship, and free from defect. Such warranties, together with Supplier's service warranties and guarantees, if any, shall survive inspection, test, acceptance of, and payment for the items and shall run to County and its assigns. Except for latent defects, the County shall give notice of any nonconformity to the Supplier within one (1) year after acceptance. County may return for credit or require prompt correction or replacement of the defective or non-conforming goods or have the defective good corrected or replaced at Supplier's expense. Return to Supplier of any defective or non-conforming goods and delivery to County of any corrected or replaced goods shall be at Supplier's expense. Defective or non-conforming items shall not be corrected or replaced without written authorization by County. Goods required to be corrected or replaced shall be subject to the provisions of this clause and the clause hereof entitled "Inspection, Acceptance and Approvals" in the same manner and to the same extent as goods originally delivered under this contract.

**J. PAYMENT:**

County will pay Supplier for goods upon delivery to, submission of certified invoices and acceptance. The County will not be responsible for articles or services furnished without a purchase order. Price is tax-exempt.

**K. CHANGE ORDER:**

County may make changes within the general scope of this contract. If any such changes cause an increase or decrease in the cost of or the time required for the performance of any part of the work, whether changed or not changed by any such order, an equitable adjustment shall be made in the price or delivery schedule or both, and any change order shall be in writing. Any claim by a Supplier for adjustment under this clause shall be asserted within fifteen (15) days from the date of receipt of this written order directing the change, provided, however, County, if it decides that the facts justify such action, may receive and act upon such claim asserted at any time prior to final payment.

**L. DELIVERIES:**

Deliveries shall be made in strict accordance with any delivery schedule contained in the proposal specification or contract and in the exact quantity ordered. Failure to adhere to delivery schedule is reason for termination in accordance with the "termination" clause. Deliveries are to be made at locations specified by the County at time of Order.

**M. RESPONSIBILITY FOR SUPPLIES:**

Pursuant to Section 290.560 RSMo., Supplier/Contractor shall employ only Missouri laborers and laborers from nonrestrictive states except that other laborers may be used when Missouri laborers or laborers from nonrestrictive states are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the County. Except as otherwise provided, Supplier shall be responsible and bear all risks for loss and damage to goods until delivery at County's facilities, regardless of F.O.B. point, point of inspection or acceptance; and if the goods are rejected.

**N. SUBCONTRACTS:**

Supplier shall not enter into any subcontract(s) in excess of \$25,000 or 20% of this contract price; whichever is less, for any goods without County's prior written approval.

**O. CHOICE OF LAW:**

This proposal and contract shall be governed and interpreted according to the laws of the State of Missouri. Venue for any court action shall be in Jefferson County, Missouri.

**P. TERMINATION:**

1. General: Performance of work may be terminated by the County in whole, or from time to time in part, whenever County shall determine that such termination is in the best interests of County. Termination shall be affected by delivery to Supplier of a Notice of Termination specifying the extent to which performance of work is terminated and the date upon which such termination becomes effective. If such notice does not state termination is pursuant to subparagraph 2, 3, or 4 of this paragraph, County shall have the right to so indicate within thirty (30) days. If no notice is delivered within the thirty (30) day period, or such longer periods as is mutually agreed to by the parties, the original Notice of Termination shall be deemed to be issued pursuant to subparagraph 1 of this paragraph.
2. Bankruptcy or Insolvency: In the event bankruptcy proceedings are commenced by or against Supplier or under any provisions of the United States Bankruptcy Act or for the appointment of a receiver or trustee or a general assignment for the benefit of creditors of either party, County shall be entitled to terminate without further cost or liability.
3. **Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective bidder provides proof that the bidder does not owe delinquent real or personal property, or that the bidder does not own any real or personal property in Jefferson County.** All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective bidder provides proof that the bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.
4. Default: County may terminate the whole Contract or any part in either of the following circumstances:
  - a. If supplier fails to deliver the items required by the contract within the time specified; or
  - b. If supplier fails to perform any of the other provisions of the contract, or so fails to make progress as to endanger performance of the contract in accordance with its terms, and in either of these two circumstances does not cure such failure within a period of ten (10) days after notice from County specifying such failure. In the event of termination under subparagraph 1, County shall have the right to procure, on such terms and in such manner as it may deem appropriate, items similar to those terminated, and to recover from Supplier the excess cost for such similar items provided, however, Supplier shall not be liable for such excess costs where the failure upon which the termination is based has arisen out of causes beyond the control of Supplier and without the fault or negligence of Supplier. Such causes shall be deemed to include fires, floods, earthquakes, strikes, and acts of the public enemy. The rights of County provided in subparagraph 1 shall be in addition to any other rights provided by law or the contract.
  - c. In the event of the Supplier's non-compliance with the provisions as set forth. This Contract may be cancelled, terminated or suspended in whole or in part and the supplier may be declared ineligible for further County contracts. The rights and remedies of the County provided in this paragraph shall not be exclusive but are in addition to any remedies provided in this Contract or as provided for by law.

**Q. NOTICE AND SERVICE THEREOF:**

Any notice from the County shall be in writing and considered delivered and the service thereof completed when said notice is posted, by certified or regular mail, to the Supplier, at the address stated on the proposal form.

**R. CONTRACT TERM:**

Performance shall be governed solely by the terms and conditions as set forth in the Request for Proposal, Proposal Specifications, Proposal Form and the Contract notwithstanding any language contained on any invoice, shipping order, bill of lading or other document furnished the Seller at any time and the acceptance by the County for any goods furnished.

**S. COMPLIANCE WITH APPLICABLE LAWS:**

Supplier warrants it has complied with all applicable laws, rules and ordinances of the United States, Missouri or any other Governmental authority or agency in the manufacture or sale of the goods, including but not limited to all provisions of the Fair Labor Standards Act of 1938, as amended.

**T. ACTS OF GOD:**

No party shall be liable for delays, nor defaults due to Acts of God or the public enemy, riots, strikes, fires, explosions, accidents, governmental actions of any kind or any other causes of a similar character beyond its control and without its fault or negligence.

**U. SELLER'S INVOICES:**

Invoices shall contain the following information. Contract number (if any), Purchase Order Number, Item number, contract description of goods or services, sizes, quantities, unit prices and extended totals. Invoices for and inquiries regarding payment should be addressed to the County Accounts Payable Clerk.

**V. APPROVAL:**

It is agreed the acceptance of a proposal shall not be valid and binding upon the County until approved by the County Purchasing Agent, County Council and County Counselor.

**W. INDIVIDUAL, PARTNERSHIPS, CORPORATIONS:**

Indicate:  Individual:  Partnership:  Corporation.

Incorporated in the State of Missouri.

**X. LITIGATION:**

This agreement shall be interpreted under the laws of the State of Missouri. Any disagreements, questions, controversies, litigation or other causes of action whatsoever arising from or under the terms of this agreement shall be resolved in the trial courts of 23rd Judicial Circuit Court of the State of Missouri-Hillsboro, Missouri.

**Y. LANGUAGE:** Bids and all related documents will only be accepted in the English Language.

THE INVITATION FOR BID / REQUEST FOR PROPOSAL NOTICES ARE POSTED ON THE JEFFERSON COUNTY, MISSOURI WEBSITE AT WWW.JEFFCOMO.ORG LOCATED UNDER THE SERVICES TAB, INVITATION FOR BID / REQUEST FOR PROPOSAL LINK.

**SPECIFICATION  
CONTACT**

**CAPTAIN ANDREW SIDES – JEFFERSON COUNTY SHERIFF’S OFFICE**

**636 797 5528**

## AFFIDAVIT OF WORK AUTHORIZATION

The grantee, sub grantee, contractor or subcontractor who meets the section 285.525, RSMo., definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now Steve Busch (Name of Business Entity Authorized Representative) as Group Vice President (Position/Title) first being duly sworn on my oath, affirm Krebs Commissary Network, LLC (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to Jail Commissary (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contractor, or subcontractor, if awarded in accordance with subsection 2 of section 285.530, RSMo., I also affirm that Krebs Commissary Network LLC (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services related to Jail Commissary (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contract, or subcontract, if awarded.

*In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)*

Steve Busch  
Authorized Representative's Signature

Steve M. Busch  
Printed Name

Group V. P.  
Title

6-11-18  
Date

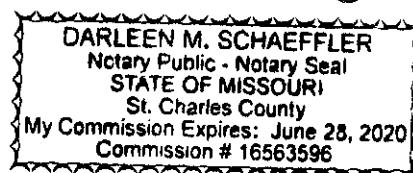
Subscribed and sworn to before me this 11th of June, 2018. I am  
(DAY) (MONTH, YEAR)

commissioned as a notary public within the County of St. Charles, State of  
(NAME OF COUNTY)

Missouri, and my commission expires on June 28, 2020.  
(NAME OF STATE) (DATE)

Darleen M. Schaeffler  
Signature of Notary

Date June 11, 2018

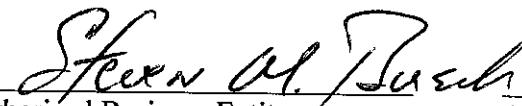


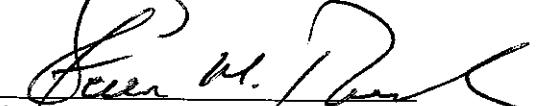
## AFFIDAVIT OF WORK AUTHORIZATION

(Continued)

### **CURRENT BUSINESS ENTITY STATUS**

I certify that Kreft Commissary Network, LLC (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo., pertaining to section 285.530, RSMo., as stated above.

  
\_\_\_\_\_  
Authorized Business Entity  
Representative's Name  
(Please Print)

  
\_\_\_\_\_  
Authorized Business Entity  
Representative's Signature

Kreft Commissary Network, LLC \_\_\_\_\_  
Business Entity Name Date 6/10/18

As a business entity, the grantee, sub grantee, contractor, or subcontractor must perform/provide the following. The grantee, sub grantee, contractor, or subcontractor shall check each to verify completion/submission:

- Enroll and participate in the E-Verify federal work authorization program (Website: <http://www.dhs.gov/e-verify>; Phone: 888-464-4218; Email: [e-verify@dhs.gov](mailto:e-verify@dhs.gov)) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;  
AND
- Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor, or subcontractor and the Department of Homeland Security – Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's, or subcontractor's name, then no additional pages of the MOU must be submitted).

## SPECIFICATIONS

### JEFFERSON COUNTY SHERIFF'S OFFICE

The Jefferson County Sheriff's Office is seeking bids for commissary responsibilities to support the Jefferson County Jail, a correctional institution in the County of Jefferson, State of Missouri.

All commissary must be integrated or capable to integrate with Integrated Jail Management System (IJMS).

#### Commissary Functions for Bid

The supplying of food and other related products to the inmate commissary department within the jail; to facilitate the ordering of commissary supplies by inmates; to render payments between the parties.

Keefe Response: Acknowledged and agreed.

#### Function of the Sheriff's Office

The Jefferson County Sheriff's Office, at its expense, will provide personnel to operate the computer equipment, account for inmate welfare funds, and deliver the completed orders to the individual inmates.

Keefe Response: Acknowledged and agreed.

#### Function of the Supplier

The supplier will download all inmate orders for commissary items, bag individually, box, and ship such commissary items to the Jefferson County Jail for the distribution to the inmates. The supplier will bill the Jefferson County Jail monthly or more frequently for all such purchases. In addition, the supplier will keep the computer equipment updated with complete information as to commissary items available, pricing, and other terms and conditions of sale.

Keefe Response: Acknowledged and agreed.

#### Supplier Equipment

The supplier shall provide the Jefferson County Jail with such computer equipment and software as listed in Exhibit A

Keefe Response: Acknowledged and agreed. Based on discussions during the walkthrough, it is our understanding that the county wishes to have a total of 14 housing kiosks (Exhibit A shows only 5). Our proposal as submitted includes up to 14 housing kiosks and associated wiring.

#### Payment

The Supplier will invoice the Jefferson County Jail for all commissary items purchased. The Jefferson County Jail will pay such invoices in accordance with standard credit terms (NET 30 DAYS) from the Inmate Trust Account.

Keefe Response: Acknowledged and agreed.

#### Service Fees



The Jefferson County Jail will receive a service fee for the services to be provided by it equal to a % of adjusted gross sales. The supplier should offer a reasonable percentage of adjusted gross sales; gross sales less the sales of noncommissioned items as determined by the supplier and the Jefferson County Jail listed on Exhibit B to this Agreement.

**Keefe Response:** We have included two separate commission offerings\service fees in our proposal for the commissary service and technology that has been requested in this RFP, labeled 'Option A' and 'Option B', each with a different pricing structure. 'Option A' calls for the exact same pricing that is currently in place today, while 'Option B' pricing has been increased in order to allow us to match the commission rate the county is currently receiving. **The commission rates applies to both commissary sales and (SecurePak) package program sales.**

#### *Commission Rate / Service Fee*

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##### **Pricing 'Option A'**

Commission: **42%**

*Estimated annual return to the county: **\$58,867** (based on the current rate of non-commissionable sales, @ 5.5%)*

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##### **Pricing 'Option B'**

Commission: **44%**

*Estimated annual return to the county: **\$61,670** (based on the current rate of non-commissionable sales, @ 5.5%)*

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##### **Menu**

Product selection and pricing will be agreed upon by the Jefferson County Jail and the supplier. Menu selection shall be reviewed as needed, and no less than annually. All changes must be approved by the Jefferson County Jail. Any price adjustments will be made at least yearly on the contract anniversary date with prior approval of the Jefferson County Jail.

**Keefe Response:** Acknowledged and agreed.

##### **DEPOSIT SERVICES**

The supplier will facilitate family deposits to inmate trust accounts via website, toll free phone number and deposit kiosk placed in a mutually agreeable site within the facility. Facility will provide power and network connectivity for the kiosk. The supplier will guarantee all deposits and ACH moneys to the Jefferson County Jail bank account nightly. No fees for this service will be born by the Jefferson County Jail.

**Keefe Response:** Acknowledged and agreed.

We have provided detailed information addressing each of these topics later in our response. We have also included with our response a current copy of our Missouri Money Transmitter license required by the state of Missouri to provide this service.

##### **TERM & TERMINATION**

This Agreement shall continue in effect for a period of two years (the base term) from the date hereof.

Keefe Response: Acknowledged and agreed.

## **INDEMNIFICATION**

The supplier and the Jefferson County Jail shall indemnify each other against any loss, damage, injury, or death caused by the negligent acts or omissions by their agents or employees for losses, damages, injuries or death caused by their negligence and arising out of the consumption or use of the products sold or services provided; however, nothing contained herein shall require the parties to defend or indemnify each other for losses, damages, injuries or death arising out of the negligence of their respective agents or employees.

The computer hardware is provided, maintained, and warranted at no additional cost for the life of the commissary agreement.

## **Exhibit A - Hardware - Equipment & Technology/Services Demanded**

Note\* The computer hardware is provided, maintained, and warranted at no additional cost for the life of the commissary agreement.

- 1 Lobby Kiosk (& other aspects of deposit services, as described below)
- 1 Booking Kiosk
- 5 Edge Housing Kiosks (Dorm 1, 2, 3, Upper, and Lower)
- 1 Computer (server) with monitor
- 1 Computer (workstation) with monitor and printer
- Wiring & Electric needed to operate all kiosks.

Keefe Response: Acknowledged and agreed.

Our proposal includes all of the equipment listed above, plus up to an additional 9 Edge Housing Kiosks. If awarded this contract we would replace all of the existing equipment with new equipment.

## **Supplier Services**

The supplier will provide a direct deposit service that is fully integrated with software, which allows friends and family members to be able to deposit funds directly into an inmate's account, without it ever touching the hands of our staff. These deposit options eliminate the man power and time that it takes to receive in and enter deposits onto an inmate's account. The deposit methods required by the Jefferson County Jail include:

### **Phone:**

By dialing a 1-800 number friends and family members would be allowed to use a credit or debit card to deposit funds directly into an inmate's account. The call center shall offer bilingual translation, and call center representatives are available Monday through Friday, from 7:00 AM until 11:00 PM, Central time. Cardholder information is verified and approved prior to funds being transmitted to the facility.

### **Internet:**

Depositors can visit a secure deposit website and set up an account with a personal password using their email address. If they do not have an email account, the supplier will direct them to a free email provider such as Yahoo or Hotmail to allow them to create an email account. Once they have

completed this process, users may deposit funds into an inmate's account using their MasterCard or Visa logo debit/credit card. All transactions are fully PCI compliant.

#### **Lobby Kiosk:**

Provide a touch screen kiosk for both cash and credit/debit card use for depositing funds directly to an inmate account. Friends and family can look up their loved one by ID number or name, confirming identity with birth date, booking date, and/or picture. The Supplier will provide all technical support and documentation, as well as provide cash pick-up via armored car service every two weeks.

**Keefe Response:** Following is an overview of our deposit services.

#### **Access Secure Deposits™ Overview**

Keefe is well experienced in handling a large volume of trust fund deposits for the correctional market. Keefe currently processes over 7 million transactions per year while providing these services to over 700 County facilities and sixteen (16) State Department of Corrections encompassing over 650,000 inmates.

#### **Online Deposits**

In order to allow inmates' family and friends to make deposits online, Keefe operates a secure website 24/7/365 – [www.accesscorrections.com](http://www.accesscorrections.com). To set up an account the user must provide an email address, first, middle and last name, date of birth, relationship to the inmate, billing address, and a personal password. Once they have completed this process, they can log onto the secure website. Users have the following functions available to them:

- **Recipient list** – Users are allowed to create a recipient list that will allow them to add as many inmates as they choose. This list allows the users to efficiently add funds to an inmate's account.
- **View deposit history** – Each user is able to view their history for every deposit made from the website to each inmate's account
- **Edit account information** – Users are able to enter in current information such as address and telephone number that will be used to process all deposits
- **Add funds** – Users are able to simply click on a button, provide their debit/credit card information and make a deposit
- **Remove inmate** – User can choose to remove the selected inmate from their recipient list at any time



Select Language ▾ Hello, Renee My Dashboard

Home Send Money Messaging About Help

## FIND AN AGENCY

Make a deposit or payment by selecting a state and an agency.



### AGENCY SEARCH

Select State:

OREGON

Select Agency:

Oregon Dept. of Corrections

Please enter a Recipient ID OR enter a last name and first name.

Enter Recipient ID:

11154456

Find

Enter Last Name and First Name:

Enter Last Name and First Name

[Privacy Policy](#) | [User Agreement](#) | [Terms & Conditions](#)

Copyright © Access Corrections 2016



Select Language ▾ Hello, Renee My Dashboard

Home Send Money Messaging About Help

## DASHBOARD

Welcome to your Dashboard. Here you may create another transaction or view history for a Recipient from the list below, or select Send Money Now to start a transaction for a new Recipient.

[Send Money Now](#)

### MY RECIPIENTS

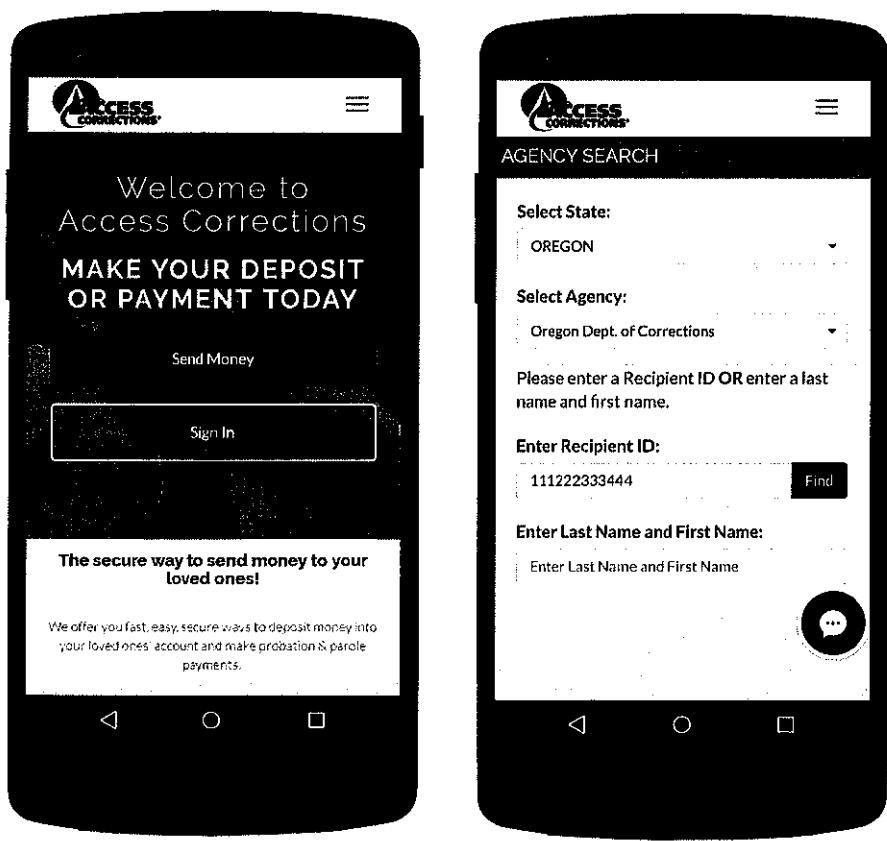
Show 10 ▾ entries

Search recipients

| Name                         | DOB        | Agency                       | Make Deposit | View History | Remove |
|------------------------------|------------|------------------------------|--------------|--------------|--------|
| AARON SMITH (16837221)       | 1991-09-07 | Oregon Dept. of Corrections  |              |              |        |
| ALEXANDER SMITH (1000338720) | 1957-03-24 | GADOC State Probation Office |              |              |        |
| ALEXIS SMITH (1000450082)    | 1961-11-01 | GADOC State Probation Office |              |              |        |
| ANTHONY ABRAHAM (17674732)   | 1952-03-26 | Oregon Dept. of Corrections  |              |              |        |
| DUSTIN SMITH (1300010597)    | 1977-07-23 | Humboldt County CA           |              |              |        |
| JESSICA SMITH (157228)       | 1956-05-03 | Bonneville County Jail       |              |              |        |
| JOHN SMITH (02699882)        | 1980-05-12 | Oregon Dept. of Corrections  |              |              |        |

### Deposit Mobile App

Keefe also offers the ability for individuals to make deposits via our user friendly Mobile App.



### Phone Deposits

Keefe offers a 24/7 toll free phone number for friends and family to deposit funds using their MasterCard or Visa debit/credit card into an inmate's account. Our bilingual (English & Spanish) Customer Service Representatives ("CSR's") collect all account holder information that is required to gain approval for the use of the credit card.

Keefe has in-house customer service representatives and also provides support through a U.S. based third party call center. All CSRs are specifically trained to handle customer's phone deposits, transaction history, complaints and financial discrepancies. Keefe provides support and allows for phone deposits 24 hours a day, 7 days a week. In addition to live CSR's, users can make deposits via ***Interactive Voice Response System (IVR)*** for a quick and easy deposit option.

All call center employee candidates must successfully pass a thorough background check, a satisfactory credit check, and drug testing before they are considered for employment. We take full responsibility of our call center operations and employees, and go above and beyond to provide exceptional, professional, and the most secure services to our customers.

We have two separate and independent call centers which operate daily as backup and disaster recovery. Should one call center experience technical difficulties, all calls would automatically route to the other call center to continue providing uninterrupted service.

### **Lobby Kiosk Deposits**

Keefe has the largest network of lobby kiosks in the country servicing the correctional market. We currently have **over 800** lobby kiosks deployed in correctional facilities across the country. An added benefit of the lobby kiosk is that friends & family can use the lobby kiosk to make a deposit for any agency that Keefe has deposit services with, regardless of its' location.

Keefe has technical support technicians who are responsible for the installation of our deposit kiosks. These technicians are employees of Keefe and have years of experience involved in technology implementation, including deposit kiosks. All deposit kiosks are shipped to our Corporate Headquarters where they are tested thoroughly before being shipped to the customer location. Keefe technicians will install, configure and test the kiosk on-site. Furthermore, a designated technician will monitor each kiosk utilizing our management software. This management software sets Keefe apart from our competitors as it enables our staff to monitor each kiosk with alerts. Alerts we receive encompass all operations allowed by the kiosk. This guarantees that Keefe's deposit kiosks are managed as efficiently as possible.

The kiosk will accept deposits via cash or credit/debit cards. Each kiosk also has the ability to take a photo of each depositor for potential investigative purposes. A new feature to Keefe's Lobby Kiosk is a Driver's License Reader. This allows both Keefe & the County to collect a more positive identification of the depositor. Additionally, this helps reduce the time a depositor has to spend at the kiosk.

### **Lobby Kiosk**

### PHOTO CAPTURE

Mounted camera takes a photo of each depositor at the time of the transaction

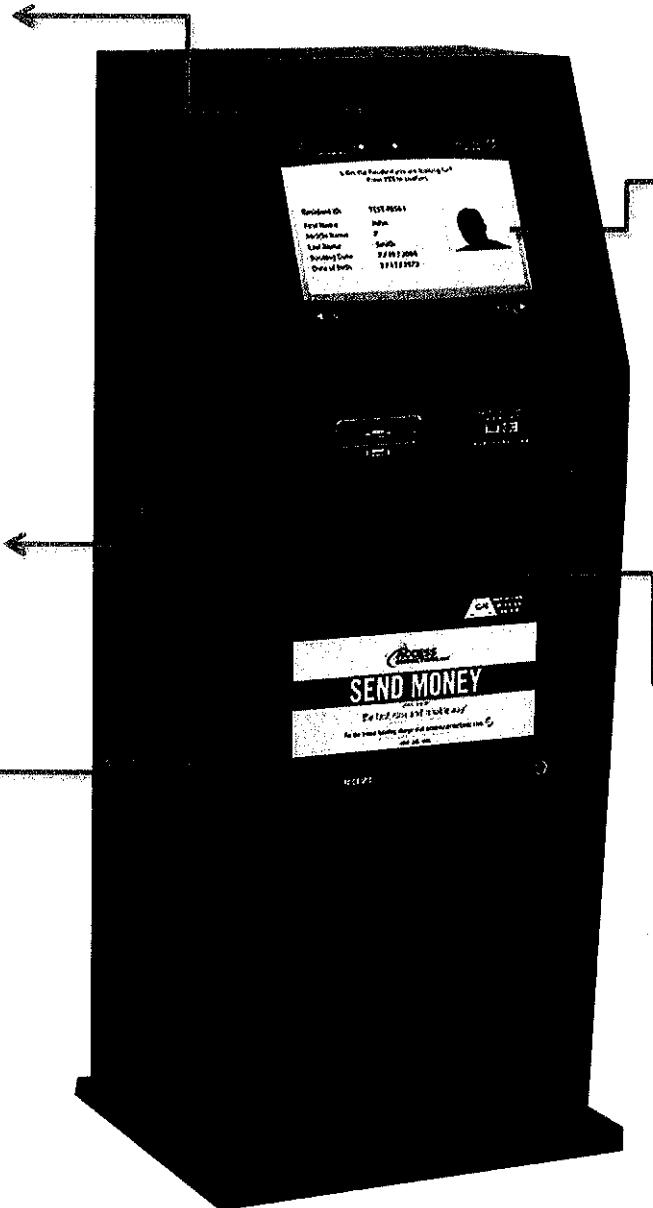


### DRIVER'S LICENSE/CARD READER

Reads driver's license and Accepts Visa or MasterCard Debit and Credit Cards

### RECEIPTS

Each depositor receives a printed receipt of the transaction



### PHOTO IDENTIFICATION

Kiosk software has the ability to show a provided image of the recipient during a transaction

### BILL COLLECTOR (Available with bulk acceptor)

Accepts \$5, \$10, \$20, \$50 and \$100 bills

### **Data Detective**

Data Detective® is Keefe's data mining solution specifically designed for our services. This tool is designed with the investigative nature of the corrections market in mind. Authorized staff will be able to search varying degrees of separation in order to establish links from inmate to inmate or end user to end user. Some of the features are listed below:

- Facility staff can explore important data using a dynamic visual map.
- The unique design of the visual map allows investigators to quickly find connections and patterns
- Web based program so authorized facility staff are able to view from their own desktop computer.

Months of research and development, utilizing established relationships with correctional facilities allowed Keefe to develop the very best solution for the corrections market. This tool will automatically be applied to all payment information.

The Facility will have access to reports 24/7 in real time via the facility website. These reports can be searched by date range and include all transaction information including the depositor/sender's address and IP address.

Keefe also provides detailed information regarding the sender through its Data Detective software. This provides the Facility with the sender's address as well as varying degrees of separation in order to establish links from inmate to inmate or end user to end user.

| FEE STRUCTURE          |         |         |                 |               |
|------------------------|---------|---------|-----------------|---------------|
| Gross Amount Deposited | Web     | Phone   | Credit at Kiosk | Cash at Kiosk |
| \$0.01 - \$19.99       | \$3.95  | \$4.95  | \$4.00          | \$4.00        |
| \$20.00 - \$99.99      | \$6.95  | \$7.95  | \$4.00          | \$4.00        |
| \$100.00 - \$199.99    | \$8.95  | \$9.95  | \$4.00          | \$4.00        |
| \$200.00 - \$300.00    | \$10.95 | \$11.95 | \$4.00          | \$4.00        |

### **Access Secure Deposits™ - Deposit Purpose Overview**

Our Deposit Purpose feature allows depositors to make deposits for a specific purpose. This can include Trust Fund Deposits, Bail, Probation and Parole, Medical, etc. The deposit purpose fields can be customized per the facility's needs. By identifying what the deposit is for it allows for easier understanding and reconciling of each deposit. These deposits can be made via lobby kiosk, web or phone.

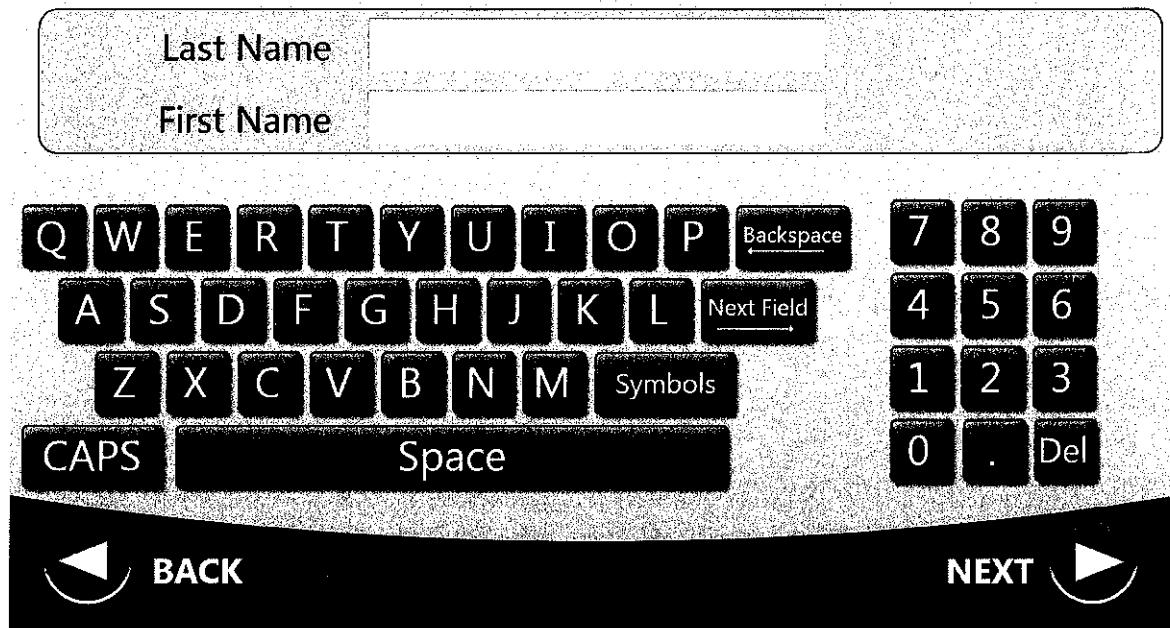
### **Lobby Kiosk**

Our Lobby Kiosk can be setup with our Deposit Purpose feature. This allows the depositor to identify what purpose (Trust Fund Deposits, Bail, Probation and Parole, Medical, etc.) they wish to make a deposit.

The depositor first searches for the offender they wish to make a deposit for.



Please enter Last and First Name by using the on-screen keyboard.  
When you are done, select **NEXT** to continue!



The depositor then selects the offender they were searching for.

Is this the Inmate you were looking for?

Press **YES** to confirm

Booking #: 554013

First Name: ANTONIO

Middle Name:

Photo not available

Last Name: SANCHEZ-MORENO

Booking Date: 02/20/2009

Date of Birth: 05/XX/1974



NO

YES



After the offender is selected, a list of deposit purposes will display. This allows the depositor to select the purpose of their deposit. The list of deposit purposes can be customized per facility.

*Signature*

START OVER 

## List of Deposit Purposes!

### TRUST FUND

Credit towards a Trust Fund Account.

### BAIL

Credit towards a Bail account.

### PAROLE and PROBATION

Credit towards a Parole account.

### MEDICAL

Credit towards a Medical account.



**BACK**

Results Page 1 of 1 (Total : 4 items)

We accept both cash and credit/debit card deposits. The depositor then selects their method of deposit to complete.



START OVER 

## Select Cash or Credit

**Cash**

**Credit**

We Accept:



**BACK**

### Additional Related Service

#### **Lock Box Service**

KCN's proposed Lock Box collection will be maintained by KCN staff. KCN does not outsource its operations and handles these important and secure services in-house using KCN employees. All of KCN employee candidates must successfully pass a thorough background check, a satisfactory credit check, and drug testing before they are considered for employment. We take full responsibility of our operations and employees, and go above and beyond to provide exceptional, professional, and the most secure services to our customers.

In order to process transactions through a bank lock box, the designated bank will receive payments from the public and in turn deposit to KCN's bank account within 24 hours. KCN in turn will post funds to the facility the following day. This process will take, at a minimum 48 hours. With KCN's ability to collect funds from a P.O. Box designated for inmate funds, in most cases we are able to receive, process, and post the same day. By utilizing this method the facility will receive the funds 24 hours faster than if payments were sent to a bank lock box.

The process for collecting funds is simple and efficient. KCN staff will receive payment designated for inmate deposits and in most cases, review, process and post within 24 hours. All funds delivered

through this method are guaranteed by KCN. Please note that personal checks will not be applied for a minimum of 14 days or until cleared by the depositor's bank.

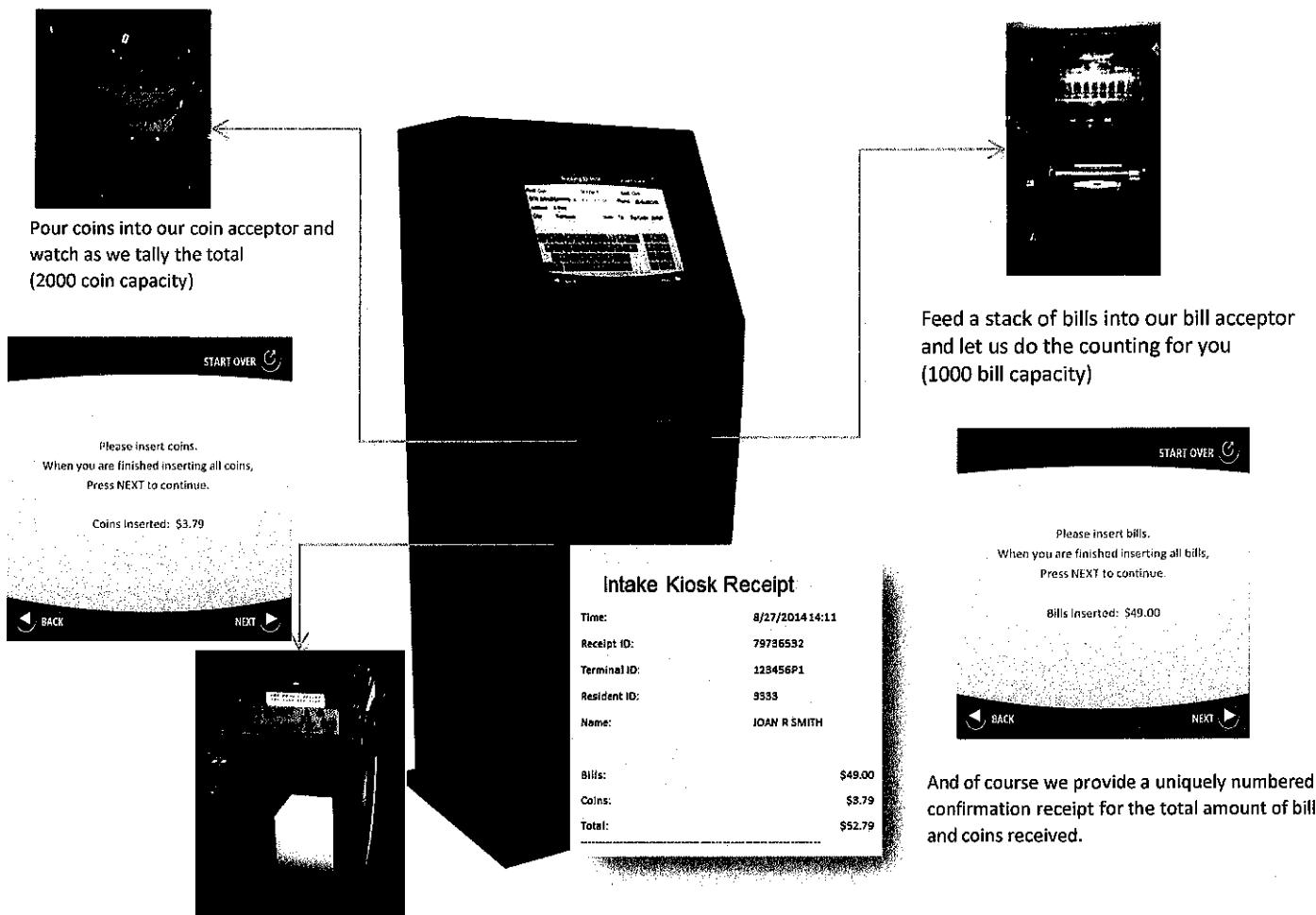
### **Booking Kiosk**

The booking kiosk is a peripheral device that attaches via USB cable to a computer running the accounting software. The kiosk's money accepter is activated from within the accounting software when an officer deposits money to an inmate's account. The kiosk accepts bills and coins, automatically counts them and totals the amount, then the officer commits the deposit transaction and a receipt is printed.

**Keefe Response:** Acknowledged and agreed.

We currently provide this very piece of equipment, as described above, to the county under the current contract.

We have a new intake kiosk (see below) that could replace the current-style booking kiosk, and is included in our proposal. The main benefit to this kiosk is it contains a bulk coin counter.



Intake Kiosk Receipts are posted to KCN banking automatically through the Secure Deposits Online platform

Intake Kiosk Receipt

Booking #: 201600004760      Name: SMITH, DERRICK DEWAYNE      PIN:

Time: 8/27/2014 14:11      Receipt ID: 79736532

Terminal ID: 123456P1      Resident ID: 3333

Name: JOAN R SMITH

Accounts: Innate Trust      Current Balance: \$177.00      Category: Spending

| Date/Time           | Accounting Event             | Description | Receipt    | Amount  |
|---------------------|------------------------------|-------------|------------|---------|
| 05/11/2016 11:30 PM | Bedding/Clothing Fee Payment |             | Pay: \$/11 | \$49.00 |
| 05/11/2016 11:30 PM | Subsistence Fee Payment      |             | Pay: \$/11 | \$3.79  |
| 05/10/2016 03:50 PM | Deposit Online               |             | Receipt: 1 | \$52.79 |

Bills: \$49.00      Coins: \$3.79      Total: \$52.79

## Online Shift Report

Shifts

| Shift            | Start Time       | End Time         | Deposit Requests Received | Deposit Requests Amount |
|------------------|------------------|------------------|---------------------------|-------------------------|
| Unassigned Shift | 02/01/2016 00:00 | 02/01/2016 23:59 | 12                        | 1346.17                 |
| Unassigned Shift | 02/02/2016 00:00 | 02/02/2016 23:59 | 14                        | 3565.05                 |
| Unassigned Shift | 02/03/2016 00:00 | 02/03/2016 23:59 | 11                        | 851.37                  |
| Unassigned Shift | 02/04/2016 00:00 | 02/04/2016 23:59 | 18                        | 878.26                  |
| Unassigned Shift | 02/05/2016 00:00 | 02/05/2016 23:59 | 17                        | 925.97                  |
| Unassigned Shift | 02/06/2016 00:00 | 02/06/2016 23:59 | 12                        | 714.92                  |
| Unassigned Shift | 02/07/2016 00:00 | 02/07/2016 23:59 | 15                        | 1187.02                 |
| Unassigned Shift | 02/08/2016 00:00 | 02/08/2016 23:59 | 18                        | 708.61                  |
| Unassigned Shift | 02/09/2016 00:00 | 02/09/2016 23:59 | 11                        | 645.84                  |
| Unassigned Shift | 02/10/2016 00:00 | 02/10/2016 23:59 | 18                        | 1211.21                 |

16 17 18 19 20 10 items per page 181 - 190 of 194 items

## Online Shift Report Details

Intake Kiosk ViewDeposit

File Edit View Reporter Tools Help

Intake Kiosk Deposit

Station Bell County TX 28520 Station Desk Help

Deposit Request History

Pick Report Export Report to Excel Back

Shift Manager

| Date             | Booking ID    | Last Name    | First Name  | Matched By     | Receipt ID | Amount    | Status  | Shift            | Kiosk                       |
|------------------|---------------|--------------|-------------|----------------|------------|-----------|---------|------------------|-----------------------------|
| 02/15/2016 10:40 | 2016-00001491 | BENSON       | CHRISTOPHER | Auto, Type 1   | 1247350    | \$ 0.00   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/15/2016 09:09 | 2016-00001491 | RAMIREZ      | FABIAN      | Auto, Type 1   | 1655120    | \$ 0.00   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/13/2016 13:37 | 2016-00001443 | MITCHELL     | ERICK       | Auto, Type 1   | 1532040    | \$ 1.25   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/13/2016 13:32 | 2016-00001442 | DAVIS        | DENZEL      | Auto, Type 1   | 12282140   | \$ 150.00 | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/13/2016 13:25 | 2016-00001440 | JOHNSON      | JACK        | Auto, Type 1   | 17173558   | \$ 24.50  | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/13/2016 05:19 | 2016-00001425 | GALBRAITH    | SARAH       | Auto, Type 1   | 14300625   | \$ 174.50 | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/13/2016 05:17 | 2016-00001427 | MARTINEZ     | TONYA       | Auto, Type 1   | 15351633   | \$ 83.13  | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/12/2016 23:38 | 2016-00001423 | SCOTT        | KELVIN      | Auto, Type 1   | 1095208    | \$ 620.25 | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/12/2016 12:47 | 2016-00001391 | CROWLEY      | SANDRINA    | Auto, Type 1   | 16277841   | \$ 14.75  | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/12/2016 12:40 | 2016-00001399 | WIGGINS      | DWAYNE      | Auto, Type 1   | 10754841   | \$ 0.00   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/12/2016 11:45 | 2016-00001397 | BECK-HAMMACK | CHRISTY     | Auto, Type 1   | 10042228   | \$ 2.00   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/12/2016 11:31 | 2016-00001396 | POWELL       | DENESTA     | Auto, Type 2   | 12487071   | \$ 5.00   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/12/2016 10:24 | 2016-00001391 | RICHARDSON   | MONTRÉAL    | Auto, Type 1   | 16425707   | \$ 7.00   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/12/2016 09:40 | 2016-00001390 | CROWLEY      | SANDRINA    | Auto, Type 1   | 10007109   | \$ 5.02   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/12/2016 01:56 | 2016-00001345 | Sims         | Leanne      | James, REDEANA | 10084485   | \$ 51.40  | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/11/2016 11:45 | 2016-00001363 | KUBAN        | MARYNAINE   | Auto, Type 2   | 16981490   | \$ 50.00  | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/11/2016 11:28 | 2016-00001362 | SAVERS       | EDWARD      | Auto, Type 1   | 14213546   | \$ 40.00  | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/11/2016 09:28 | 2016-00001359 | MERRI        | JONATHAN    | Auto, Type 1   | 12095768   | \$ 219.25 | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/11/2016 09:19 | 2016-00001358 | FLOYD        | CHRISTIAN   | Auto, Type 1   | 16953144   | \$ 0.08   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/11/2016 09:05 | 2016-00001357 | HILLARD      | JOAN        | Auto, Type 1   | 15895987   | \$ 156.65 | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/11/2016 06:07 | 2016-00001356 | GOUILL       | Vincent     | Auto, Type 1   | 15940354   | \$ 1.05   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/10/2016 15:02 | 2016-00001330 | MORRIS       | KELLY       | Auto, Type 1   | 10358771   | \$ 106.00 | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/10/2016 15:00 | 2016-00001329 | SMITH        | JOSEPH      | Auto, Type 1   | 15600008   | \$ 1.91   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/10/2016 14:41 | 2016-00001328 | MACK         | SHAMONTA    | Auto, Type 1   | 16420224   | \$ 67.35  | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/10/2016 14:39 | 2016-00001331 | CAMOHO       | ROBERT      | Auto, Type 1   | 16555536   | \$ 0.00   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/10/2016 12:01 | 2016-00001322 | EDRIGGE      | ALYSSA      | Auto, Type 1   | 10998372   | \$ 2.00   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/10/2016 10:35 | 2016-00001322 | EDRIGGE      | ALYSSA      | Auto, Type 1   | 13279461   | \$ 5.00   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/10/2016 09:28 | 2016-00001320 | OCKLERERRY   | JASMINE     | Auto, Type 1   | 11861974   | \$ 291.68 | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/10/2016 02:50 | 2016-00001311 | MACHACK      | DEVON       | JAMES, REDEANA | 16505669   | \$ 0.09   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/10/2016 01:59 | 2016-00001312 | MITCHELL     | AUSTIN      | JAMES, REDEANA | 13002478   | \$ 1.20   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |
| 02/10/2016 01:57 | 2016-00001303 | SILVA        | CLAUDIA     | JAMES, REDEANA | 16595591   | \$ 6.66   | Matched | Unassigned Shift | Bell County TX Intake Kiosk |

The individual deposits and the ACH Batch Transaction will have automatically posted to your Online Deposits Clearing account in the KeepTrak General Ledger:

Transaction Detail for Bank Transfer  
For Batch# 384023 on 12/01/2013 for Customer c

| Receipt #    | Deposit Source                  | Recipient #             | Recipient Name                                 | Depositor          | Depositor Address                              | Recipient DOB | Deposit Purpose | Deposit Amount |
|--------------|---------------------------------|-------------------------|--|--------------------|--|---------------|-----------------|----------------|
| 76043783 K   | 2263 VANN, LEONARD RAY          | SWANSON/NANCY K         | 31159 MUSKOGEE OK 74401                        | Edward Wickson     | 3103 n st Hugo OK 74743                        | XX/XX/XXXX    | N/A             | \$50.00        |
| 76670166 Web | 209982 ALLEN, TRIVIA N          | MAXWELL, BRANDON TORINO | 4715 W 3RD ROW SOUTH OF MUSK MUSKOGEE OK 74401 | MAXWELL LADONNA    | 4715 W 3RD ROW SOUTH OF MUSK MUSKOGEE OK 74401 | XX/XX/XXXX    | N/A             | \$19.00        |
| 74838541 K   | 72560 MAXWELL, BRANDON TORINO   | SCOTT, KENNETH EDWIN    | 215 S 15TH ST MUSKOGEE OK 74401                | SCOTT ELIZABETH    | 215 S 15TH ST MUSKOGEE OK 74401                | XX/XX/XXXX    | N/A             | \$52.00        |
| 74722939 K   | 97583 SCOTT, KENNETH EDWIN      | BALESANN AMARIE         | 1145 N 520 RD TAHELUAH OK 74454                | PERRY NATASHA      | PO BOX 934 MUSKOGEE OK 74402                   | XX/XX/XXXX    | N/A             | \$37.00        |
| 74629983 K   | 97583 SCOTT, KENNETH EDWIN      | SPENCER RETHINDA        | 1714 PICKENS MUSKOGEE OK 74401                 | SPENCER RETHINDA   | 1714 PICKENS MUSKOGEE OK 74401                 | XX/XX/XXXX    | N/A             | \$30.00        |
| 77059017 K   | 153923 SIMPSON, QUINCY SANTANA  | delores mcdonald        | 20508 s. 216th east ave haskell OK 74436       | delores mcdonald   | 20508 s. 216th east ave haskell OK 74436       | XX/XX/XXXX    | N/A             | \$57.00        |
| 7731097 Web  | 236201 ROBERTS, DUSTIN LEE      | MILLER, JORDAN CORTEZ   | 703 H  | MILLER TOWANNIA    | 703 H  | XX/XX/XXXX    | N/A             | \$17.00        |
| 78421134 K   | 215600 MILLER, JORDAN CORTEZ    | PELVEHOUSE VERINA       | R11 B  | PELVEHOUSE VERINA  | R11 B  | XX/XX/XXXX    | N/A             | \$75.00        |
| 78212119 K   | 140883 FREEMAN, BARBARA JEAN    | BURGESS ROXIE           | 2920 E   | BURGESS ROXIE      | 2920 E   | XX/XX/XXXX    | N/A             |                |
| 77804603 K   | 19952 PARRIS JR, STYVIE JOE     | MARTINZ JOHNNIE         | 805 SE   | MARTINZ JOHNNIE    | 805 SE   | XX/XX/XXXX    | N/A             |                |
| 74726075 K   | 215319 ROGERS, ZACHARY RYAN     | MILLER TOWANNIA         | 703 H  | MILLER TOWANNIA    | 703 H  | XX/XX/XXXX    | N/A             |                |
| 74254537 K   | 215605 MILLER, MARTIN D         | ARMSTRONG KIMBERLY      | 350681   | ARMSTRONG KIMBERLY | 350681   | XX/XX/XXXX    | N/A             |                |
| 71309652 K   | 40918 ARMSTRONG, KEVIN LEE      | GILBRETH DARRELL        | 123 N.   | AGUIRRE ZELMA      | 16954  | XX/XX/XXXX    | N/A             |                |
| 71374788 K   | 27918 GILBRETH, DARRELL DEWAYNE | NORWOOD/JOHN            | 64 9TH   | NORWOOD/JOHN       | 64 9TH   | XX/XX/XXXX    | N/A             |                |
| 70768439 K   | 238143 NORWOOD, NICKOLAS JAZZ   | FAGG/PAMELA P           | 400 N  | FAGG/PAMELA P      | 400 N  | XX/XX/XXXX    | N/A             |                |
| 73063518 K   | 39745 PERCERL, JEREMY PATRICK   | HARRIS ALICE            | P BOX  | HARRIS ALICE       | P BOX  | XX/XX/XXXX    | N/A             |                |
| 72355242 K   | 183306 THOMPSON, SHANE EDWARD   | SKADAL SHERRY           | 884 BE   | SKADAL SHERRY      | 884 BE   | XX/XX/XXXX    | N/A             |                |
| 7294537 K    | 179562 WARTSON, SHAWN DEWIGHT   | PERRY NATASHA           | 122 N.   | PERRY NATASHA      | 122 N.   | XX/XX/XXXX    | N/A             |                |
| 73731800 K   | 233383 SKADAL, CHRIS FREDERICK  | SHANK LARRY             | 122 N.   | AGUIRRE ZELMA      | 16954  | XX/XX/XXXX    | N/A             |                |
| 73266686 K   | 203239 SHANK, LARRY ALEXANDER   | 122 N.                  | 16954  | AGUIRRE ZELMA      | 16954  | XX/XX/XXXX    | N/A             |                |
| 73063518 K   | 216450 WASHINGTON, WILLIE DEON  | OSBORN MAE              | 2301 D   | OSBORN MAE         | 2301 D   | XX/XX/XXXX    | N/A             |                |
| 73002344 K   | 158945 SANDERS, ADAM RANDALL    | SANDERS ADAM            | 115 N.   | SANDERS ADAM       | 115 N.   | XX/XX/XXXX    | N/A             |                |
| 70547255 K   | 98741 NEIGHBORS, SEAN CURTIS    | YAYDEN JEANNE           | 5212 K   | YAYDEN JEANNE      | 5212 K   | XX/XX/XXXX    | N/A             |                |

Online Deposits

Deposits/Deposits from Access Corrections

Deposits/Deposits from Access Corrections

New Transactions

Accounting Event

Description

Type: Audit

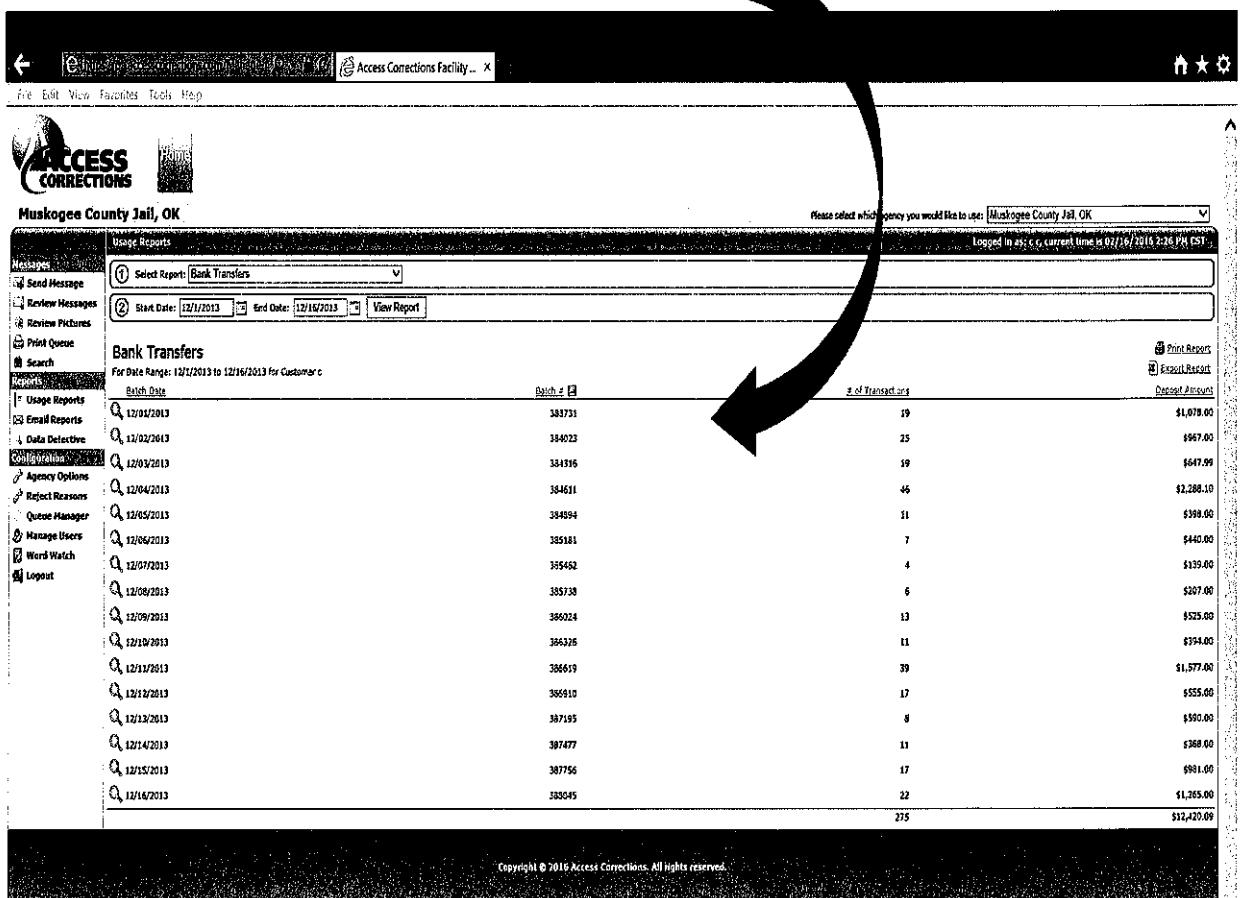
SubType: General

Transactions

| Date/Time        | Accounting Event   | Description                      | Amount     | Balance    |
|------------------|--------------------|----------------------------------|------------|------------|
| 02/15/2016 01:25 | Online ACH Deposit | act7-021112-fa47111-de09b-3e6441 | \$1,615.25 | \$1,615.25 |
| 02/15/2016 23:25 | Online Deposit     | 70637266 NORWOOD/JOHN            | \$100.00   | \$2,483.25 |
| 02/15/2016 22:40 | Online Deposit     | 7427605 MARTINZ JOHNNIE          | \$97.00    | \$2,483.25 |
| 02/15/2016 21:24 | Online Deposit     | 74722359 SCOTT ELIZABETH         | \$37.00    | \$2,446.35 |
| 02/15/2016 20:38 | Online Deposit     | 71309652 ARMSTRONG KIMBERLY      | \$47.00    | \$2,409.35 |
| 02/15/2016 20:32 | Online Deposit     | 7069834 FAGG/PAMELA P            | \$25.00    | \$2,384.35 |
| 02/15/2016 20:19 | Online Deposit     | 74836541 MANGELL LADONNA         | \$52.00    | \$2,336.35 |
| 02/15/2016 19:40 | Online Deposit     | 79731097 delores mcdonald        | \$75.00    | \$2,261.35 |
| 02/15/2016 10:09 | Online Deposit     | 76670156 Edward Wickson          | \$10.00    | \$2,200.35 |
| 02/15/2016 08:56 | Online Deposit     | 77050017 SPENCER RETHINDA        | \$17.00    | \$2,183.35 |
| 02/15/2016 17:48 | Online Deposit     | 77804603 BURGESS ROXIE           | \$22.00    | \$2,171.35 |
| 02/15/2016 16:45 | Online Deposit     | 76721761 PERRY NATASHA           | \$57.00    | \$2,151.35 |
| 02/15/2016 16:07 | Online Deposit     | 76048735 SWANSON/NANCY K         | \$50.00    | \$2,094.35 |
| 02/15/2016 15:19 | Online Deposit     | 70768439 AGUIRRE ZELMA           | \$22.00    | \$2,072.35 |
| 02/15/2016 15:17 | Online Deposit     | 71374788 GILBRETH DARRELL        | \$17.00    | \$2,022.35 |
| 02/15/2016 14:24 | Online Deposit     | 70547255 YAYDEN JEANNE           | \$12.00    | \$2,000.35 |
| 02/15/2016 13:37 | Online Deposit     | 15320040 ERICK MITCHELL          | \$1.25     | \$1,998.25 |
| 02/15/2016 13:32 | Online Deposit     | 12282140 DENZEL DAVIS            | \$25.00    | \$1,973.00 |
| 02/15/2016 13:28 | Online Deposit     | 74629983 BALESANNAMARIE          | \$30.00    | \$1,943.00 |
| 02/15/2016 12:19 | Online Deposit     | 73002344 SANDERS ADAM            | \$22.00    | \$1,919.00 |

Sign

To create a Transaction Detail for Bank Transfer report, start from the Bank Transfers Report, and set a date range. This will show the summaries for the nightly ACH batches.



The screenshot shows the Access Corrections Facility software interface. The title bar reads "Access Corrections Facility...". The menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The top right corner shows "Logged in as: C5, current time is 07/16/2015 2:26 PM EST". A black arrow points from the text above to the "Bank Transfers" report table.

**Muskogee County Jail, OK**

Please select which agency you would like to use: **Muskogee County Jail, OK**

Logged in as: C5, current time is 07/16/2015 2:26 PM EST

**Usage Reports**

① Select Report: **Bank Transfers**

② Start Date: **12/1/2013** End Date: **12/16/2013** View Report

**Bank Transfers**

For Date Range: 12/1/2013 to 12/16/2013 for Customer C

| Batch Date | Batch # | # of Transacted | Detail Amount |
|------------|---------|-----------------|---------------|
| 12/01/2013 | 383731  | 19              | \$1,079.00    |
| 12/02/2013 | 384023  | 25              | \$567.00      |
| 12/03/2013 | 384316  | 19              | \$647.99      |
| 12/04/2013 | 384611  | 46              | \$2,288.10    |
| 12/05/2013 | 384894  | 11              | \$399.00      |
| 12/06/2013 | 385181  | 7               | \$440.00      |
| 12/07/2013 | 385462  | 4               | \$139.00      |
| 12/08/2013 | 385738  | 6               | \$207.00      |
| 12/09/2013 | 386024  | 13              | \$525.00      |
| 12/10/2013 | 386326  | 11              | \$594.00      |
| 12/11/2013 | 386619  | 39              | \$1,577.00    |
| 12/12/2013 | 386910  | 17              | \$555.00      |
| 12/13/2013 | 387195  | 8               | \$590.00      |
| 12/14/2013 | 387477  | 11              | \$368.00      |
| 12/15/2013 | 387756  | 17              | \$981.00      |
| 12/16/2013 | 388045  | 22              | \$1,265.00    |
|            |         | 275             | \$13,420.09   |

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Click on the spy glass for a date you want to report on, and select the 'Transaction Detail for Bank Transfer' sub report to show the family member deposits for that date.

https://a.accesscorrections.com/Manage/

Access Corrections Facility

Muskegon County Jail, OK

File Edit View Favorites Tools Help

ACCESS CORRECTIONS

Transaction Detail for Bank Transfer

For Date Range: 12/1/2013 to 12/14/2013 for Customer: 2

Bank Transfers

For Date Range: 12/1/2013 to 12/14/2013 for Customer: 2

Birth Date: 12/03/1963

Please select a sub report:

Transaction Summary by Location for Bank Transfer

Transaction Summary by Purpose for Bank Transfer

Transaction Detail for Bank Transfer

Transaction Summary by Location for Bank Transfer (print only)

12/06/2013

12/07/2013

12/08/2013

12/09/2013

12/10/2013

12/11/2013

12/12/2013

12/13/2013

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12/07/2015

12/08/2015

12/09/2015

12/10/2015

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The individual deposits and the ACH Batch Transaction will have automatically posted to your Online Deposits Clearing account in the KeepTrak General Ledger:

Transaction Detail for Bank Transfer  
For Batch# 394023 on 12/01/2013 for Customer C

| Deposit #    | Deposit Source                 | Recipient Name   | Depositor                                       | Depositor Address | Recipient DOB | Deposit Purpose | Deposit Amount |
|--------------|--------------------------------|------------------|---|-------------------|---------------|-----------------|----------------|
| 76048783 K   | 2069 VANCE LEONARD RAY         | SWANSON/NANCYK   | 31159 MUSKOGEE OK 74401                         | 11/07/190000      | N/A           | \$50.00         |                |
| 76570166 Web | 20582 ALLEN, TRIVIA N          | Edward Wilson    | 110 B 11th Hwy OK 74743                         | 10/12/190000      | N/A           | \$19.00         |                |
| 7483541 K    | 72560 MAXWELL, BRANDON TORIN   | MAXWELL LADONNA  | 4715 W 53RD ROW SOUTH OF MUSK MUSKOGEE OK 74401 | 10/10/190000      | N/A           | \$52.00         |                |
| 74722599 K   | 97580 SCOTT, KENNETH EDWIN     | SCOTT ELIZABETH  | 2155 15TH ST MUSKOGEE OK 74401                  | 10/10/190000      | N/A           | \$37.00         |                |
| 74029683 K   | 57580 SCOTT, KENNETH EDWIN     | BALESANNAMARIE   | 2335 N 530 RD TAHLEQUAH OK 74464                | 10/10/190000      | N/A           | \$30.00         |                |
| 76721761 K   | 21224 PERRY, LEON TEMARION     | PERRY NATASHA    | PO BOX 93 MUSKOGEE OK 74402                     | 10/10/190000      | N/A           | \$5.00          |                |
| 77600117 K   | 35282 SIMSON, QUINCY SANTANA   | SPENCER RETRINDA | 3714 PICKENS MUSKOGEE OK 74401                  | 10/10/190000      | N/A           | \$17.00         |                |
| 79731097 Web | 236297 ROBERT DUSTIN LEE       | delores mcdonald | 20500 s. 236th east ave folsom CA 95330         | 10/10/20000       | N/A           | \$75.00         |                |
| 78421134 K   | 215600 MILLER, JORDAN CORTEZ   | MILLER TOWANNA   |   |                   |               |                 |                |
| 78222119 K   | 14083 FREEMAN, BARBARA LEEAN   | PEVHOUSE VERNA   |   |                   |               |                 |                |
| 77804603 K   | 19562 PARINS JR, STEVIE JOE    | BURGESS ROXIE    |   |                   |               |                 |                |
| 74276175 K   | 21519 ROGERS, ZACHARY RYAN     | MARTINEZJOHNNIE  |   |                   |               |                 |                |
| 74254557 K   | 21505 MILLER, MARTIN D         | MILLER TOWANNA   |   |                   |               |                 |                |
| 71310652 K   | 40681 ARMSTRONG, KEVIN LEE     | ARMSTRONG KIMI   |   |                   |               |                 |                |
| 71374788 K   | 27208 GILBERT, DARRELL DEWAYNE | GILBERT DARRELL  |   |                   |               |                 |                |
| 71784939 K   | 80204 TOLIVER, ROBERT ALLEN    | AGUIRRE ZELIME   |   |                   |               |                 |                |
| 70567286 K   | 23843 NORWOOD, NICKOLAS JAZZ   | NORWOODJOHN      |   |                   |               |                 |                |
| 70629534 K   | 39745 PERCERI, JEREMY PATRICK  | FAAG/PAMELA      |   |                   |               |                 |                |
| 72255242 K   | 183306 THOMPSON, SHANE EDWARD  | HARRIS ALICE     |   |                   |               |                 |                |
| 72594557 K   | 179662 WATKINS, SHAWN DEWIGHT  | PERRY NATASHA    |   |                   |               |                 |                |
| 73731800 K   | 233565 SKANAL, CHRIS FREDERICK | SKANAL SHERRY    |   |                   |               |                 |                |
| 73266696 K   | 218289 SHANK, LARRY ALEXANDER  | SHANK LARRY      |   |                   |               |                 |                |
| 73003518 K   | 216160 WASHINGTON, WILLIE DEON | OSBORN MARE      |   |                   |               |                 |                |
| 73002944 K   | 158946 SANDERS, ADAM RANDALL   | SANDERS ADAM     |   |                   |               |                 |                |
| 70547255 K   | 90741 NEIGHBORS, SEAN CURTIS   | HAYDEN JEANNE    |   |                   |               |                 |                |

Online Deposits

Depositor Details from Access Corrections

| Source | Type           | Sub Type | Owner | Amount    | Balance    |
|--------|----------------|----------|-------|-----------|------------|
| STC    | Online Deposit |          |       | \$1567.00 | \$1,615.25 |
| STC    | Online Deposit |          |       | \$100.00  | \$2,582.25 |
| STC    | Online Deposit |          |       | \$37.00   | \$2,482.25 |
| STC    | Online Deposit |          |       | \$37.00   | \$2,445.25 |
| STC    | Online Deposit |          |       | \$47.00   | \$2,408.25 |
| STC    | Online Deposit |          |       | \$25.00   | \$2,381.25 |
| STC    | Online Deposit |          |       | \$52.00   | \$2,336.25 |
| STC    | Online Deposit |          |       | \$19.00   | \$2,209.25 |
| STC    | Online Deposit |          |       | \$77.00   | \$2,132.25 |
| STC    | Online Deposit |          |       | \$22.00   | \$2,173.25 |
| STC    | Online Deposit |          |       | \$57.00   | \$2,151.25 |
| STC    | Online Deposit |          |       | \$50.00   | \$2,094.25 |
| STC    | Online Deposit |          |       | \$22.00   | \$2,044.25 |
| STC    | Online Deposit |          |       | \$17.00   | \$2,022.25 |
| STC    | Online Deposit |          |       | \$17.00   | \$2,005.25 |
| STC    | Online Deposit |          |       | \$1.25    | \$1,998.25 |
| STC    | Online Deposit |          |       | \$158.00  | \$1,887.00 |
| STC    | Online Deposit |          |       | \$30.00   | \$1,857.00 |
| STC    | Online Deposit |          |       | \$22.00   | \$1,799.00 |

Intake Kiosk Deposits will show in the Cash Pickup Report. To run this report start from Cash Pickups and Set a Date Range. This will show the summaries for the scheduled cash pickups.

Access Corrections Facility

Muskogee County Jail, OK

Please select which agency you would like to use: Muskogee County Jail, OK

For Date Range: 02/09/2013 to 02/16/2016 for Customer C

| Deposit #   | Deposit Type | Amount | Balance     |
|---|--------------|--------|-------------|
| 34114001-LOB02 - Muskogee County Jail, OK Lobby 3 | 27810        | 300    | \$14,225.00 |
| 34114001-LOB01 - Muskogee County Jail, OK Lobby 3 | 70897        | 279    | \$12,946.00 |
|   | Total:       | 579    | \$2,279.00  |

Cash Pickup Details

| Deposit #   | Deposit Type | Amount | Balance     |
|---|--------------|--------|-------------|
| 34114001-LOB02 - Muskogee County Jail, OK Lobby 3 | 27810        | 300    | \$14,225.00 |
| 34114001-LOB01 - Muskogee County Jail, OK Lobby 3 | 70897        | 279    | \$12,946.00 |
|   | Total:       | 579    | \$2,279.00  |

Clicking the spy glass on this report will immediately show the details of the deposits that accumulated within this cash pickup period

Signature

The individual deposits will have automatically posted to your Online Deposits Clearing account in the KeepTrak General Ledger. Use the Total from the Cash Pickup Report to post the Bank Deposit.

The screenshot displays the KeepTrak software interface. At the top, a table titled 'Transaction Detail for Cash Pickup' lists transactions for 'For Cash Pickup # 80453 for Seminole County FL'. The columns include Date & Time, Receipt #, Recipient #, Payee, Location Code, Purpose, Kiosk Deposit Amount, Payee Deposit Amount, Fee Amount, and Surcharge Amount. Below this is a 'Cash Pickup Report' table with columns for Date, Transaction ID, Recipient #, Payee, Amount, and Type. A third window shows an 'Accounting Event' for 'Intake Kiosk Cash Deposit' on 'Feb 15 Cash Pickup #80453' with an amount of '1615.25'. A large black arrow points from the 'Bank Deposit' section of the ledger table down to the 'Accounting Event' window.

| Transaction Detail for Cash Pickup             |           |               |                       |               |                 |                      |                      |            |                  |
|--|-----------|---------------|-----------------------|---------------|-----------------|----------------------|----------------------|------------|------------------|
| For Cash Pickup # 80453 for Seminole County FL |           |               |                       |               |                 |                      |                      |            |                  |
| Date & Time                                    | Receipt # | Recipient #   | Payee                 | Location Code | Purpose         | Kiosk Deposit Amount | Payee Deposit Amount | Fee Amount | Surcharge Amount |
| 02/11/2016 05:07                               | 15940354  | 2016-00001356 | Vincent Gossett       | Intake 01     | Default Purpose | \$1.06               | \$1.06               | \$0.00     | \$0.00           |
| 02/11/2016 05:09                               | 18499587  | 2016-00001357 | JOVAN HILLIARD        | Intake 01     | Default Purpose | \$156.65             | \$156.65             | \$0.00     | \$0.00           |
| 02/11/2016 10:19                               | 10509144  | 2016-00001358 | CHRISTIAN FLOYD       | Intake 01     | Default Purpose | \$0.08               | \$0.08               | \$0.00     | \$0.00           |
| 02/11/2016 19:24                               | 12095768  | 2016-00001359 | JONATHAN MEREE        | Intake 01     | Default Purpose | \$219.85             | \$219.85             | \$0.00     | \$0.00           |
| 02/11/2016 11:28                               | 14213546  | 2016-00001362 | EDWARD SAYERS         | Intake 01     | Default Purpose | \$40.00              | \$40.00              | \$0.00     | \$0.00           |
| 02/11/2016 11:45                               | 16981400  | 2016-00001363 | MAYANNNE KUBAN        | Intake 01     | Default Purpose | \$50.00              | \$50.00              | \$0.00     | \$0.00           |
| 02/12/2016 01:56                               | 13084485  | 2016-00001385 | Leina Sims            | Intake 01     | Default Purpose | \$51.40              | \$51.40              | \$0.00     | \$0.00           |
| 02/12/2016 09:40                               | 13007109  | 2016-00001390 | SANDRINA CROWLEY      | Intake 01     | Default Purpose | \$5.02               | \$5.02               | \$0.00     | \$0.00           |
| 02/12/2016 10:14                               | 16425707  | 2016-00001391 | MONTREAL RICHARDSON   | Intake 01     | Default Purpose | \$2.05               | \$2.05               | \$0.00     | \$0.00           |
| 02/12/2016 11:31                               | 12489701  | 2016-00001396 | DENESHA POWELL        | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |
| 02/12/2016 11:48                               | 19242226  | 2016-00001397 | CHASTITY BECK HAMMACK | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |
| 02/12/2016 12:40                               | 10754843  | 2016-00001399 | DWAYNE WIGGINS        | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |
| 02/12/2016 12:47                               | 16277841  | 2016-00001390 | SANDRINA CROWLEY      | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |
| 02/12/2016 23:38                               | 10965208  | 2016-00001423 | KELVIN SCOTT          | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |
| 02/13/2016 05:17                               | 19351623  | 2016-00001427 | TONYA MARTINEZ        | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |
| 02/13/2016 05:19                               | 14380625  | 2016-00001425 | SAPRENNIA GALBRAITH   | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |
| 02/13/2016 13:25                               | 17173558  | 2016-00001440 | JACK JEWISON          | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |
| 02/13/2016 13:32                               | 12282140  | 2016-00001442 | DENZEL DAVIS          | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |
| 02/13/2016 13:37                               | 15320040  | 2016-00001443 | ERRICK MITCHELL       | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |
| 02/15/2016 00:06                               | 16858120  | 2016-00001481 | Fabian ramirez        | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |
| 02/15/2016 10:40                               | 12478350  | 2016-00001491 | CHRISTOPHER WILSON    | Intake 01     | Default Purpose | \$1.00               | \$1.00               | \$0.00     | \$0.00           |

| Date             | Amount   |
|------------------|----------|
| 02/15/2016 01:23 | \$615.25 |
| 02/15/2016 23:25 | \$100.00 |
| 02/15/2016 22:40 | \$37.00  |
| 02/15/2016 21:24 | \$37.00  |
| 02/15/2016 20:38 | \$47.00  |
| 02/15/2016 20:32 | \$25.00  |
| 02/15/2016 20:19 | \$52.00  |
| 02/15/2016 19:40 | \$75.00  |
| 02/15/2016 19:09 | \$19.00  |
| 02/15/2016 18:56 | \$17.00  |
| 02/15/2016 18:55 | \$22.00  |
| 02/15/2016 18:50 | \$57.00  |
| 02/15/2016 16:07 | \$50.00  |
| 02/15/2016 15:19 | \$72.00  |
| 02/15/2016 15:17 | \$17.00  |
| 02/15/2016 14:24 | \$17.00  |
| 02/15/2016 13:37 | \$1.25   |
| 02/15/2016 13:32 | \$158.00 |
| 02/15/2016 13:28 | \$30.00  |
| 02/15/2016 12:19 | \$22.00  |

| Date/Time        | Accounting Event   | Description                      | Receipt | Amount     |
|------------------|--------------------|----------------------------------|---------|------------|
| 02/15/2016 01:23 | Online ACH Deposit | aa47_de211_fa47111-de919e-368411 |         | (\$615.25) |
| 02/15/2016 23:25 | Online Deposit     | 70637286 NORWOOD/JOHN            | 1615.25 | \$1,615.25 |
| 02/15/2016 22:40 | Online Deposit     | 74276075 MARTIN JOHNNIE          | Create  | \$2,582.25 |
| 02/15/2016 21:24 | Online Deposit     | 74722939 SCOTT ELIZABETH         | Create  | \$2,445.25 |
| 02/15/2016 20:38 | Online Deposit     | 71309652 ARMSTRONG KIMBERLY      | Create  | \$2,408.25 |
| 02/15/2016 20:32 | Online Deposit     | 70609634 FAG/PAMELA              | Create  | \$2,361.25 |
| 02/15/2016 20:19 | Online Deposit     | 74836581 MAXWELL LAUDONNA        | Create  | \$2,336.25 |
| 02/15/2016 19:40 | Online Deposit     | 79731057 deidores mcdonald       | Create  | \$2,284.25 |
| 02/15/2016 19:09 | Online Deposit     | 78670166 Edward Wickson          | Create  | \$19.00    |
| 02/15/2016 18:56 | Online Deposit     | 77050073 SPENCER REHINDA         | Create  | \$17.00    |
| 02/15/2016 18:55 | Online Deposit     | 77804620 BURGESS ROME            | Create  | \$22.00    |
| 02/15/2016 18:50 | Online Deposit     | 76721765 PERRY NATASHA           | Create  | \$2,151.25 |
| 02/15/2016 16:07 | Online Deposit     | 76049793 SWANSON/NANCY           | Create  | \$2,094.25 |
| 02/15/2016 15:19 | Online Deposit     | 70768439 AGUIRRE ZELME           | Create  | \$22.00    |
| 02/15/2016 15:17 | Online Deposit     | 71374788 GILRETH DARRELL         | Create  | \$2,022.25 |
| 02/15/2016 14:24 | Online Deposit     | 70547255 HAYDEN JEANNE           | Create  | \$2,005.25 |
| 02/15/2016 13:37 | Online Deposit     | 15320040 ERRICK MITCHELL         | Create  | \$1.25     |
| 02/15/2016 13:32 | Online Deposit     | 12282140 DENZEL DAVIS            | Create  | \$1,987.00 |
| 02/15/2016 13:28 | Online Deposit     | 74629983 BALESANNAMARIE          | Create  | \$30.00    |
| 02/15/2016 12:19 | Online Deposit     | 73002344 SANDERS ADAM            | Create  | \$22.00    |

### Inmate POD Kiosks

The kiosk is designed to allow inmates to enter their order and adjust it as often as they would like up to the scheduled time for processing orders, **without regard for the inmate's account balance**. Once the cutoff time is reached all orders will be processed, and at that time, the inmate account balance, as well as facility rules and restrictions will be applied. After all requests are processed, orders are built and dispatched to the distribution center (remote or local) for fulfillment.

Kiosks must be built with the safety of the inmate and security of the facility in mind. All enclosures shall be made from at minimum, 11 gauge steel and rounded at each corner. The touch screen will be required to be made from shatter-proof material, and the locks must be high security (tamperproof) vending machine style locks. All kiosks will be wall-mounted and are easily converted to floor stand-alone models, if desired.

An Inmate ID number and self-assigned PIN are needed to gain access to the kiosk. The pin number is able to be reset by either the inmate or an authorized facility administrator as often as necessary.

The application offers the ability to allow the facility to customize the functions available to the inmate population when accessing the kiosk, such as inmate requests/grievances, hair cut requests, policy and procedures postings, FAQ's by counselors, etc. Other software capabilities shall include access to:

### **Keefe Response:**

#### **Edge™ Offender Kiosks**

#### **A centralized suite of browser services including**

##### **FACILITY access**

- Edge™ Administrator allows FACILITY staff to establish controls over commissary catalogs and items, facility bulletin board information, calendaring and offender request features, individual offender access, and offender password resets

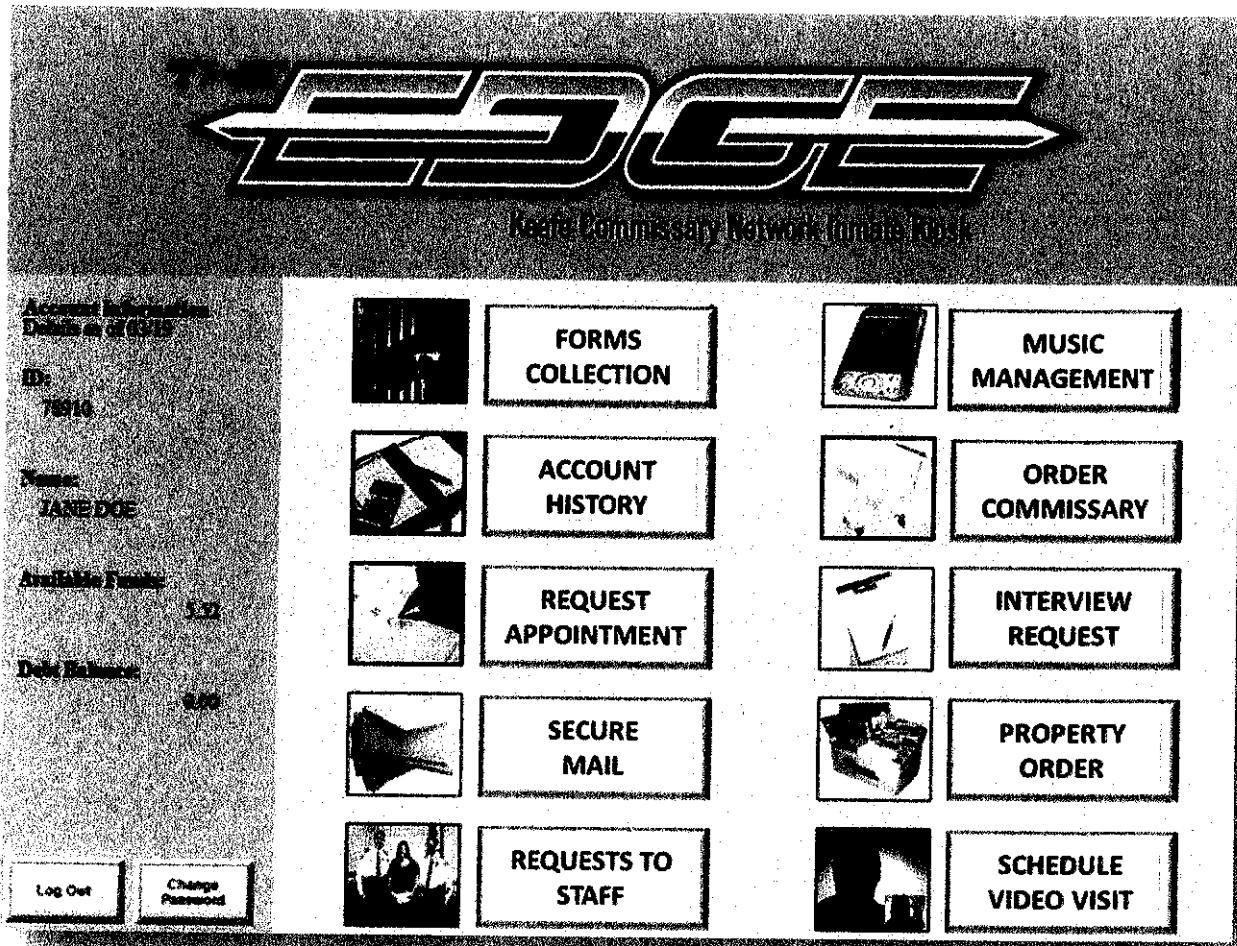
##### **Offender access**

- Offender ID and password login to the KEEFE Edge™ kiosk browser with access to the Edge™ intranet website
  - hosted either at
    - facility-based IIS servers provided by KEEFE or
    - optionally at IIS servers provided by KEEFE and centrally deployed within the FACILITY network and accessible from KEEFE Edge™ kiosks through the FACILITY Wide Area Network
  - Offender Identity information may be made present to the KEEFE Edge™ Offender Kiosk with scheduled or real time data exchanges from the FACILITY Offender Management System. The exchange of information would be similar to the data exchanged to the SecureDeposit™ and SecureMail™ Services for inmate lookup by the community when sending deposits or messages.

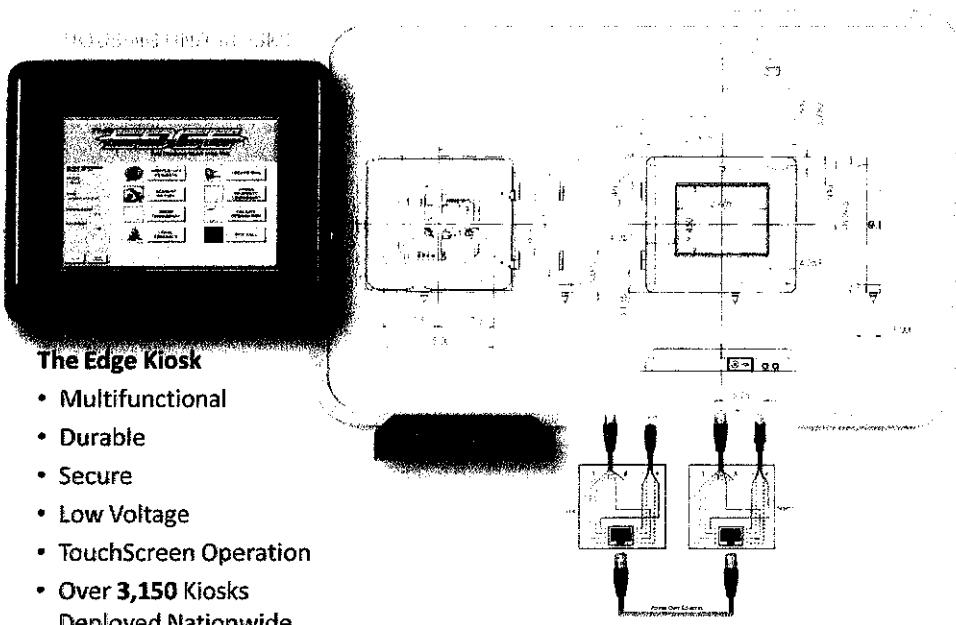
### **Kiosk Functions**

- Collection and processing of order requests within the KEEFE commissary module with Edge™ administrator management of restrictions
- Collection and Review of Property purchase Requests
- Collection and processing of SecureMedia™ Player / Prepaid Song Purchase Requests
- Inmate Information Requests
- Grievance Forms Processing
- Appointment Scheduling
- Facility Bulletin Board
- Offender Trust Account Review - real time lookup of offender balance and account history

- Enabled by a real time network connection between the FACILITY Inmate Banking Application and the KEEFE Edge™ Kiosk Application based on a *secure xml/SOAP web service* ??
- Media Sync



# KIOSK TECHNOLOGY



Because the Edge™ kiosk is a web appliance, each kiosk needs to communicate with an Edge™ web server. The Edge™ web server must be located within a network that the Edge™ kiosk can be part of.

## Security and Controls Edge™ Kiosk Implementations

### Edge Security Configuration

- Windows 7 embedded OS – no local storage
- Replacement of Windows Explorer with KCN Security Shell
- Windows user rights limited to execution of KCN Security Shell
- User interface contained in Internet Explorer kiosk mode with no exit to Windows desktop
- Touch Screen only – prohibits use of keystroke and/or mouse exit sequences
- Hours of Operation controlled by KCN Security Shell
- Triangulation of Kiosk Station, Facility Housing area, and inmate housing location to prohibit sharing of inmate ids across housing units.
- Registry level limitation of server URL location
- Fixed IP/MAC addressing for control within subnets / VLANs
- VNC monitoring tools for surveillance and reset
- Administrator ability to freeze inmate access to kiosk

## Computing Devices inside the Kiosk – Power Requirements

Each kiosk contains both a computer and a touch screen monitor. The CPU and monitor are driven from a single 12 V AC to DC power supply.

Specifications of CPU and monitor are as follows:

Atom Z530 processor at 1.1GHz, 1G DDR,  
6 USB, Camera interface, 2 Ethernet, audio, Mini PCI  
Embedded XP, 2GB Mini SD Card  
15" Active Matrix TFT LCD  
Native Resolution 1024 x 768  
Injection molded mini-bezel  
Watertight seal  
Surface touch Technology – pure glass chemically strengthened  
Transducers embedded on back of touchscreen glass  
Scratch Resistant, but will continue to work if scratched

## Edge Kiosk rugged enclosure:

The Edge™ Kiosk enclosure is a hinged configuration with ABS bezel and steel backframe for wall mounting. The TouchScreen display and CPU are integrated into the liftoff hinged bezel for ease of maintenance. Knockout blocks are provided at both top and bottom of the enclosure for routing of Ethernet and electrical conduit. A single side-lock mechanism provides additional sealing points between the bezel and backframe for durability once mounted and operational.

*Specifications of the Wyse R90L Thin Client computer are as follows:*



|                                |  |
|--------------------------------|--|
| <b>Processor:</b>              | 1GHz AMD Sempron Processor   |
| <b>Memory:</b>                 | Standard: 1G RAM / 1G Flash<br>Maximum: 2G RAM / 4G Flash              |
| <b>I/O peripheral support:</b> | One DVI-I Port<br>One DVI-D Port<br>Two PS/2 ports<br>Two serial ports |

|                           |   |
|---------------------------|---|
|                           | Six External USB 2.0 ports (2 front; 4 back)<br>One Mic In<br>One Line Out                  |
| <b>Networking:</b>        | 10/100/1000 Base-T Gigabit Ethernet<br>802.11 b/g/n and Bluetooth 2.0 (optional)            |
| <b>Power:</b>             | Worldwide auto-sensing 100-240 VAC, 50/60 Hz 65W, 19V DC                                    |
| <b>Power consumption:</b> | Average 12.7 W  |
| <b>Dimensions:</b>        | 250mm x 225mm x 53mm (9.8 in. x 8.8 in. x 2.1 in.)  |
| <b>Mountings:</b>         | Vertical or Horizontal (optional), VESA mount.  |
| <b>Temperature Range:</b> | Horizontal position: 50 to 95 F (10 to 35 C)<br>Vertical position: 50 to 104 F (10 to 40 C) |

#### Advantages of Edge® Technology approach

*Space – compact, combined internal equipment space requirements less than 0.2 cu ft.*

- Minimizes enclosure space requirements
- Maximizes service-ability

*Embedded OS – XPe - no hard drive required*

- Minimizes heat – eliminates need for enclosure fan
- Maximizes change management, reducing cost of ownership
- Minimizes power consumption
- XPe includes proven device drivers for common peripherals including identification devices
- XPe SP2 includes Windows security features including Windows Firewall
- Edge® Shell Replacement for enhanced security

*Addition of custom Edge® Windows Shell*

- prevents inmate access to Windows Explorer functionality
- allows for shell-level controls including availability & timeout, shutdown and service
- manages connectivity to server
- allows lockdown of endpoint unit from central location
- Limited Windows User rights prevents introduction and proliferation of mal-ware

*Application delivered from intranet web site via endpoint IE browser in kiosk mode*

- Limits data access to central services
- Eliminates need for custom application code at kiosk level
- Promotes openness to additional web content provided from diverse sources
- Prevents programmatic navigation from kiosk to other information resources
- Minimizes bandwidth required for content presentation

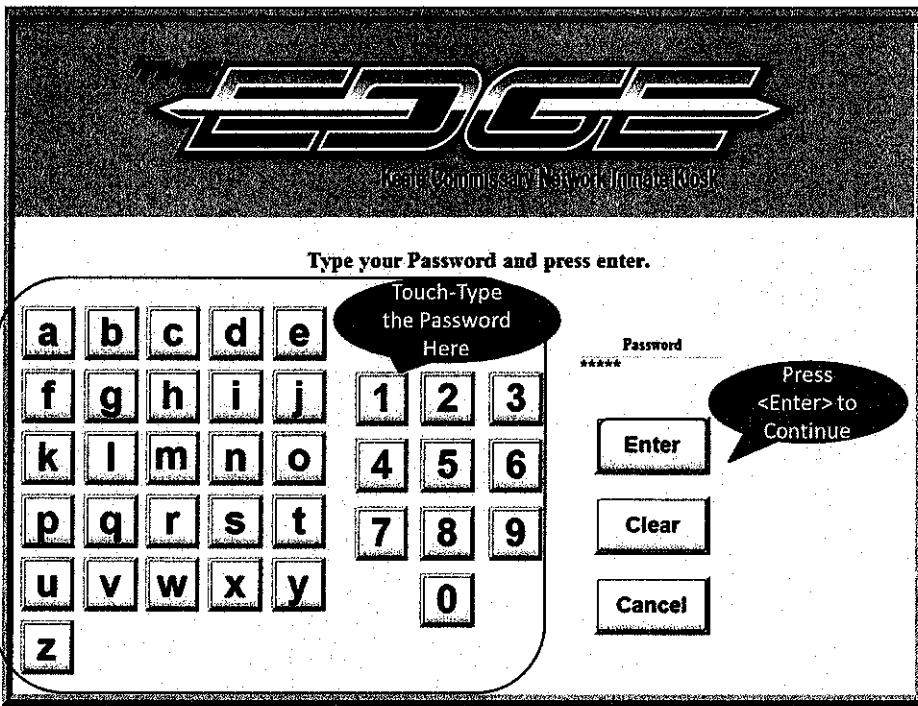
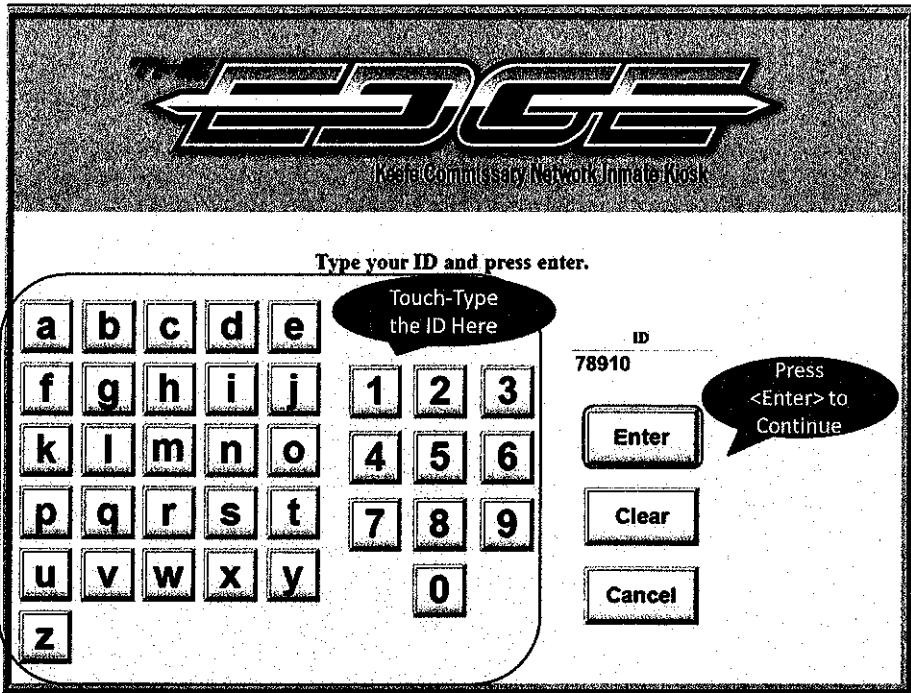


Inmate Commissary Network Inmate Kiosk

Please select your language.

Seleccione por favor su idioma.

The Edge Kiosk complies with the personal identification password requirement.



#### Account History:

Fully integrated with the accounting system, the feature shall provide an account history transaction screen. After logging in, the inmate simply touches the option to view their entire history of account

transactions and running balance. The transactions are conveniently listed by entry date, in descending order.

**Keefe Response:**

***Account History***

After logging in, the inmate simply touches the option to view their account history, which shows not only their current balance, but also a history of all account transactions. The transactions are conveniently listed in order of entry date, in reverse chronological order (most recent at the top), and will go back to the inmates initial transaction that was posted on the system.



| Account Information | Date       | Type           | Description                              | Amount | Balance |
|---------------------|------------|----------------|--|--------|---------|
| 7/11/2008 02:12     | 01/26/2009 | CASH DEPOSIT   | TEST                                     | 50.00  | 184.23  |
| FILE #              | 09/10/2008 | EPR            | OID:100006444-ComisaryPurch-Reg          | -1.15  | 134.23  |
| 10247               | 07/21/2008 | <DOCTOR VISIT> | Payment for DOCTOR VISIT on 2008-07-14-0 | -14.62 | 135.38  |
| Name:               | 07/21/2008 | DEPOSIT MO     | MONEY ORDER RECEIVED IN THE MAIL         | 150.00 | 150.00  |
| ANTHONY SMITH       | 07/14/2008 | <DOCTOR VISIT> | DR VISIT                                 | -0.38  | 0.00    |
| Available Funds:    | 07/14/2008 | DOCTOR VISIT   | DR VISIT                                 | 15.00  | 0.38    |
| 184.23              | 07/14/2008 | EPR            | OID:100006227-ComisaryPurch-Reg          | -97.18 | 0.38    |
| Debt Balance:       | 07/13/2008 | PHONE CARD     | PURCHASE                                 | -20.00 | 97.56   |
| 0.00                | 07/11/2008 | DEPOSIT CHECK  | NORTH CENTRAL CORRECTIONS #51281         | 117.56 | 117.56  |

**Log Out** **Main Menu** **Page 1 of 1**

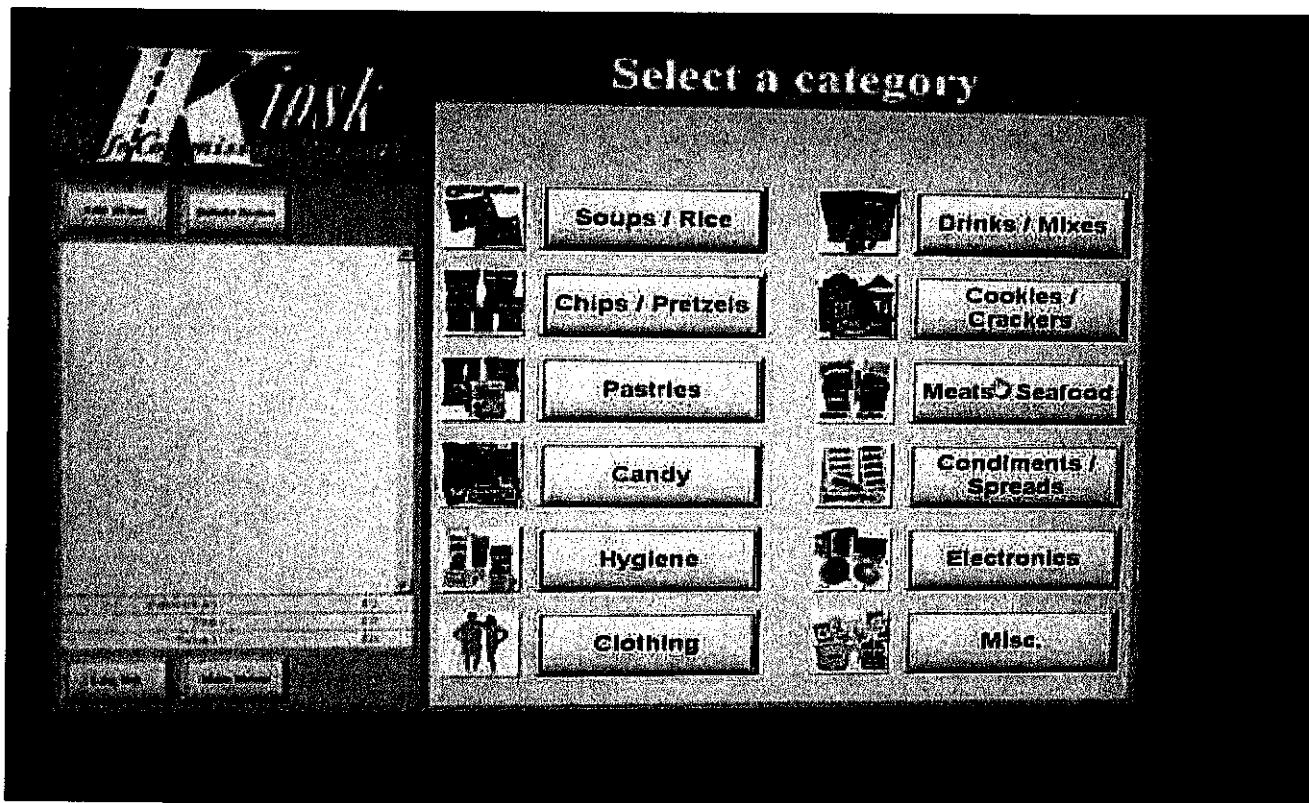
**Order Entry:**

Placing a commissary and/or indigent order request is simple and accurate. The inmate touches the option to open the commissary screen. A wide assortment of products is available from this screen; however, preset restrictions ensure that inmate views only the items he or she is authorized to order.

Each item features a picture to improve the accuracy of the product selected, and the quantity is entered by touching the corresponding number on the touch screen number pad.

The Jefferson County Jail will have the ability to display specials, on site products, indigent and miscellaneous items, simply from a touch screen. Each item selected is displayed onscreen in an order ticket that can be edited during the ordering process.

**Keefe Response:** Placing a commissary and/or indigent order request is simple and accurate. The inmate starts by pressing the Commissary Order button. A screen showing the various item categories will display next (shown below). Once a category has been selected, all the items that are included in that particular category are displayed (with images). Pressing the item to be ordered will bring up a number pad to allow the desired quantity to be entered. This process is repeated until the entire order is complete. **Orders can be revised and/or deleted, as the inmate sees fit, up to the time designated for processing the orders.** All orders in their current state at the time the processing has begun (manual process) will be processed. At this time, all orders are in the 'Open Order' state and available for revision by KCN personnel. The debits for commissary orders are not posted to inmate accounts until which time KCN personnel 'Send' the orders for print/assembly.



**Kiosk**  
Keefe Commissary Network

**Select an item**

| Item | Description             | Price | Tax |
|------|-------------------------|-------|-----|
| 4000 | M&M PLAIN               | 0.85  | 6%  |
| 4001 | M&M PEANUT              | 0.85  | 6%  |
| 4005 | BUTTERFINGER            | 0.85  | 6%  |
| 4010 | SNICKERS BAR            | 0.85  | 6%  |
| 4013 | MILKY WAY CANDY BAR     | 0.85  | 6%  |
| 4019 | CHICK O STICK           | 0.35  | 6%  |
| 4020 | PAYDAY                  | 0.85  | 6%  |
| 4030 | ZERO BAR                | 0.85  | 6%  |
| 4035 | REESES P/BUTTER CUP     | 0.85  | 6%  |
| 4036 | HERSHEY'S CHOCOLATE BAR | 0.85  | 6%  |

Subtotal: \$0.00  
Tax: \$0.00  
Total: \$0.00

**Log Out** **Categories**

**Page 1 of 3**

**Kiosk**  
Keefe Commissary Network

**Please enter an item quantity.**

| Item | Description | Price | Tax |
|------|-------------|-------|-----|
| 4030 | ZERO BAR    | 0.85  | 6%  |

1 2 3 5  
4 5 6 Enter  
7 8 9 Clear  
0 Cancel

Subtotal: \$0.00  
Tax: \$0.00  
Total: \$0.00

**Log Out** **Items**



|   |                     |               |
|---|---------------------|---------------|
| <b>Edit Order</b>   | <b>Delete Order</b> |               |
| <hr/>   |                     |               |
| <b>1. ZERO BAR</b>  |                     |               |
| 4030  | 5 @ 0.85            | <b>\$4.25</b> |
|   | Tax @ 6.000%        | <b>\$0.26</b> |
| <b>2. MILKY WAY CANDY BAR</b>                                     |                     |               |
| 4013  | 5 @ 0.85            | <b>\$4.25</b> |
|   | Tax @ 6.000%        | <b>\$0.26</b> |
| <hr/>   |                     |               |
| <b>Subtotal:</b> <span style="float: right;"><b>\$8.50</b></span> |                     |               |
| <b>Tax:</b> <span style="float: right;"><b>\$0.52</b></span>      |                     |               |
| <b>Total:</b> <span style="float: right;"><b>\$9.02</b></span>    |                     |               |

This item, along with the updated order total, will then be added to the order which is displayed in the left panel of the screen.

#### **Facility Information:**

The Kiosk is a multipurpose tool that will allow the facility to post information such as answers to the most frequently asked questions. Users touch an information button to display important facility information such as daily commissary specials, facility policies and procedures, and any other information preset and determined by the facility.

**Keefe Response:** Through the Edge Kiosk Facility Information, a Detainee can be required to accept a customized statement or policy before using other features and require users to accept the statement or policy again if their account is active longer than a set period of time to be determined

by the Sheriff Administrator or designee. This acceptance must be logged and reported in a searchable document to track Detainees who did or did not accept the statement.

Generate Report

**Information** [Must Read Properties](#) [Back to Content](#)

**Grouping** [Add](#)

Group

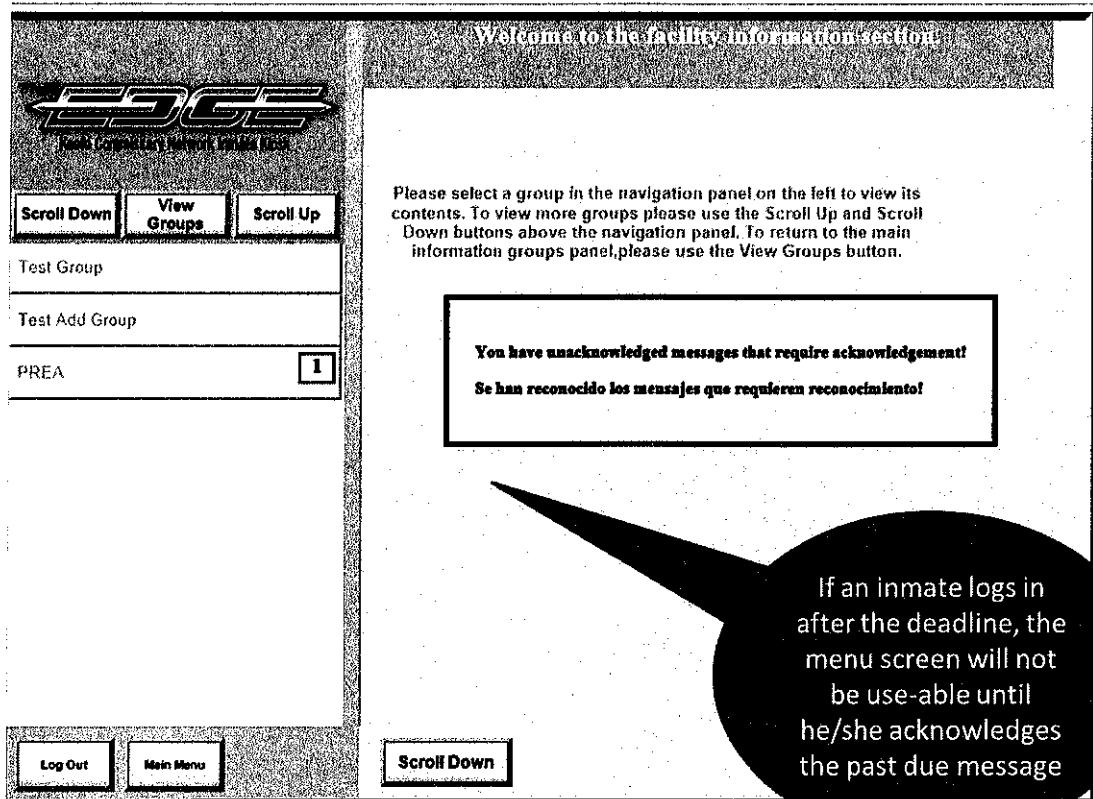
- English
- Test Add Group
- PREA
- Test Group
- Handbook
- Spanish

**Name:** Must Read

1. Show this message now?  
 Yes  
 No

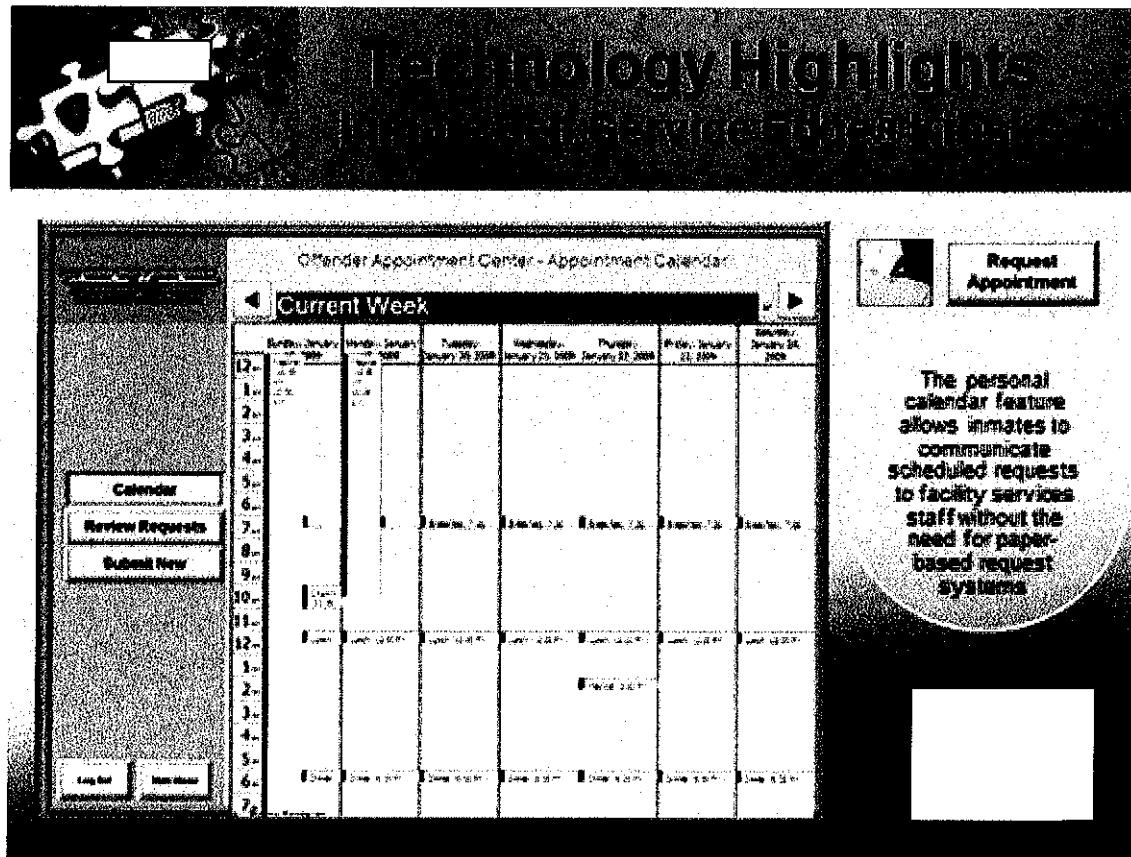
2. Does this message require acknowledgement with a specific period of time?  
 Yes  
 No

3. How is acknowledgement time determined?  
 Selected Acknowledgement Type  
 Number of Days Starting From Booking Date  
 Number of Days Starting From Specific Date  
 Number of Logins  
 By Specific Date



### Grievance/Calendar/Request Appointment:

This feature allows inmates to submit requests electronically. After the facility configures the types of requests that the inmate is allowed to submit, the inmate will be able to logon to the kiosk and submit the requests. Inmates will also be able to view their calendar. The facility is able to post static calendar information as well as all approved inmate appointments that are a direct result of an electronic request through IJMS.



Keefe

**Response:**

***Calendar/Request appointment***

This feature allows inmates to submit requests electronically. After the facility configures the types of requests that the inmate is allowed to submit, the inmate will be able to logon to the kiosk and submit the requests. Inmates will also be able to view their calendar. The facility is able to post static calendar information as well as all approved inmate appointments that are a direct result of an electronic request.

Note: Our relatively new Offender Communication Center can also be used to accomplish this. Information on this feature has been included at the end of our response.

## **Commissary List**

Suppliers shall submit a comprehensive list of commissary items and cost for review and consideration. Percentage profit/return to the Jefferson County Jail must be submitted.

### **Keefe Response:**

#### **PROPOSED MENU & PRICING**

*Prices shown do not include sales tax*

| Item# | Item Description   | Option A | Option B |
|-------|--|----------|----------|
| 0001  | 20024 - CRAWFORD_SHAMPOO_BALSAM & PROTEIN_4 OZ_72/CS_CLEAR BOTTLE        | \$1.35   | \$1.47   |
| 0002  | 20025 - CRAWFORD_CONDITIONER_BALSAM & PROTEIN_4 OZ_72/CS_CLEAR BOTTLE    | \$1.42   | \$1.55   |
| 0020  | 20032 - CRAWFORD_SHAMPOO_DANDRUFF RINSE_4 OZ_72/CS_CLEAR BOTTLE          | \$1.58   | \$1.72   |
| 0030  | 20204 - SULFUR 8_SHAMPOO_MEDICATED_7.5 OZ_12/CS                          | \$3.68   | \$4.01   |
| 0031  | 20200 - SULFUR 8_CONDITIONER_MEDICATED HAIR & SCALP_2 OZ_12/CS           | \$2.45   | \$2.67   |
| 0040  | 22952 - SOFTEE_HAIR FOOD_W/VIT E_5 OZ_12/CS_CLEAR JAR                    | \$2.47   | \$2.69   |
| 0102  | 22337 - POWER UP_ANTIPERSPIRANT DEODORANT_FORCE_2.5 OZ_24/CS_CLEAR STICK | \$3.41   | \$3.72   |
| 0106  | 22344 - POWER UP_ANTIPERSPIRANT DEODORANT_BLOOM_2 OZ_24/CS_CLEAR STICK   | \$3.15   | \$3.43   |
| 0107  | 22339 - POWER UP_DEODORANT_DRIVE_2.5 OZ_24/CS_CLEAR                      | \$2.99   | \$3.26   |
| 0121  | 20465 - FRESHSCENT_ANTIPERSPIRANT DEODORANT_ROLL ON ALCOHOL FREE_1.5 OZ  | \$1.05   | \$1.14   |
| 0147  | 22336 - POWER UP_ANTIPERSPIRANT DEODORANT_DRIVE_2.5 OZ_24/CS_CLEAR       | \$3.41   | \$3.72   |
| 0210  | 20028 - CRAWFORD_LOTION_SKIN CARE_4 OZ_72/CS_CLEAR BOTTLE                | \$1.10   | \$1.20   |
| 0212  | 24967 - INFUZED_LOTION_DLY BDY COCONUT LIME_15 OZ_12/CS                  | \$2.21   | \$2.41   |
| 0215  | 20033 - CRAWFORD_LOTION_COCOA BUTTER_4 OZ_72/CS_CLEAR BOTTLE             | \$1.10   | \$1.20   |
| 0216  | 80001561 - WOLTRA_COCOA BUTTER STICK_100%_1 OZ_12/CS_TUBE                | \$2.05   | \$2.23   |
| 0221  | 20319 - NEW DAY_PETROLEUM JELLY_3.75 OZ_12/CS_CLEAR JAR                  | \$1.52   | \$1.66   |
| 0240  | 20646 - HERITAGE_SKIN CREAM_FACIAL CLEANSE GREASELESS_4.5 OZ_12/CS_TUBE  | \$2.26   | \$2.46   |
| 0273  | 20517 - CHAPET_LIP BALM_REGULAR FLAVOR_16 OZ_12/CS_BLISTER CARD          | \$1.47   | \$1.60   |
| 0362  | 24938 - ELEMENTZ_SHAMPOO_DANDRUFF ALMOND SHEA_15 OZ_12/CS                | \$4.15   | \$4.52   |
| 0363  | 24941 - ELEMENTZ_GEL_FIRM HOLD_15 OZ_12/CS                               | \$3.94   | \$4.29   |
| 0402  | 20456 - FRESHSCENT_SOAP_DEODORANT S15_1.5 OZ_500/CS                      | \$0.42   | \$0.46   |
| 0424  | 22097 - NEXT 1_SOAP_MOISTURIZING BAR_5 OZ_80/CS_CLEAR PLASTIC_WHITE      | \$1.38   | \$1.51   |
| 0426  | 22098 - NEXT 1_SOAP_ANTIBACTERIAL SPORT BAR_5 OZ_80/CS_CLEAR PLASTIC     | \$1.40   | \$1.52   |
| 0490  | 20272 - AMERICAN COMB_SOAP DISHHINGED_12/CS                              | \$0.79   | \$0.86   |
| 0520  | 80002776 - COLGATE_TOOTHPASTE_GREAT FLAVOR ANTICAVITY_2.5 OZ_24/CS       | \$2.57   | \$2.80   |
| 0530  | 21017 - COOL WAVE_TOOTHPASTE_GEL FRESH MINT_4 OZ                         | \$2.21   | \$2.41   |
| 0536  | 21957 - COLGATE_TOOTHPASTE_SENS PLUS WHITENING_6 OZ_24/CS                | \$6.83   | \$7.44   |
| 0580  | 20275 - BECKER GLOVE_TOOTHBRUSH HOLDER_2 PIECE_12/CS                     | \$0.58   | \$0.63   |
| 0583  | 80003392 - MOORE MEDICAL_IBUPROFEN_200 MG_2 PK_200/CS                    | \$0.53   | \$0.58   |
| 0611  | 21428 - MOORE MEDICAL_ASPIRIN_325 MG_2 PK_250PK/CS                       | \$0.26   | \$0.28   |
| 0614  | 24526 - MOORE MEDICAL_ACETAMINOPHEN_NON ASPIRIN REGULAR 325MG_2 PK       | \$0.26   | \$0.28   |
| 0671  | 20545 - GOODSENSE_COUGH DROPS_CHERRY_30 CT_24/CS RESEALABLE BAG          | \$1.26   | \$1.37   |
| 0720  | 20329 - HERITAGE_ANTIFUNGAL POWDER_MED TOLNAFTATE 1%_3 OZ_24/CS          | \$2.36   | \$2.57   |
| 0800  | 80000112 - NEW WORLD IMPORTS_COMB_5 IN_2160/CS_BLACK                     | \$0.37   | \$0.40   |
| 0821  | 920905 - GEN_BRUSH_PALM_120/BX 10BX/CS_BLACK                             | \$0.79   | \$0.86   |

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| 0840 | 20474 - NEW WORLD IMPORTS_SHOWER CAP_500EA/BX, 2000EA/CS                | \$0.16 | \$0.17 |
| 0855 | 20358 - J & D_PONY OH_TERRY CLOTH_144/CS_BULK_BLACK                     | \$0.36 | \$0.39 |
| 1001 | 983 - POSTAGE_STAMPED ENV_LARGE_500/CS                                  | \$0.69 | \$0.75 |
| 1010 | 20240 - UNISOURCE_ENV #10_500/CS_BOX_WHITE                              | \$0.13 | \$0.14 |
| 1015 | 20243 - UNISOURCE_ENV_NO CLASP_9.5 X 12.5_500/CS_BOX_BROWN              | \$0.25 | \$0.28 |
| 1049 | 928 - POSTAGE_STAMP_FIRST CLASS_10/CS                                   | \$0.49 | \$0.49 |
| 1060 | 20235 - TOPS_PAPER RULED PAD_8.5 X 11 50 SHEET_50/PD 72PD/CS_BOX_WHITE  | \$1.55 | \$1.69 |
| 1062 | 20238 - TOPS_PAPER RULED PAD_8.5 X 14 50 SHEET_50/PD 72PD/CS_BOX_YELLOW | \$1.84 | \$2.01 |
| 1068 | 21299 - JUSTICE PACKAGING_PEN SECURITY_100/BX 10BX/CS_BLACK             | \$0.42 | \$0.45 |
| 1070 | 20241 - TOPS_PAPER SKETCH PAD_8.5 X 11 50 SHEET_50/PD 72PD/CS_BOX_WHITE | \$1.58 | \$1.72 |
| 1100 | 29016 - GALLANT_BIRTHDAY CARD_ACETATE_6/CS                              | \$1.84 | \$2.01 |
| 1101 | 29034 - GALLANT_BIRTHDAY CARD_JUVENILE_6/CS                             | \$1.84 | \$2.01 |
| 1104 | 29017 - GALLANT_GET WELL CARD_PAPER_6/CS                                | \$1.84 | \$2.01 |
| 1110 | 29021 - GALLANT_FRIENDSHIP CARD_WOOD WIND_6/CS                          | \$1.84 | \$2.01 |
| 1115 | 29026 - GALLANT_ANNIVERSARY CARD_WOOD WIND_6/CS                         | \$1.53 | \$1.67 |
| 1120 | 29036 - GALLANT_THANK YOU CARD_6/CS                                     | \$1.58 | \$1.72 |
| 1121 | 80000104 - GALLANT_SEASONAL GREETING CARD_1/EA                          | \$1.84 | \$2.01 |
| 1300 | 80000469 - THREE A_PLAYING CARDS_288/CS                                 | \$2.36 | \$2.57 |
| 1308 | 24711 - GEN_BOOK_WORD FIND_72/CS_BOX                                    | \$3.68 | \$4.01 |
| 1400 | 80006146 - GEN_BOWL W/ID_24 OZ_288/CS_WIHITE                            | \$1.05 | \$1.14 |
| 1411 | 80002100 - GEN_COFFEE CUP_W/HANDLE_12 OZ_100/CS                         | \$0.95 | \$1.04 |
| 1415 | 80006145 - GEN_CUP W/LID_22 OZ_240/CS_WHITE                             | \$0.92 | \$1.00 |
| 1456 | 22611 - CRAWFORD_SLIP ON SHOE_W/ADJUSTABLE VELCRO STRAP_MEDIUM          | \$3.78 | \$4.12 |
| 1457 | 22612 - CRAWFORD_SLIP ON SHOE_W/ADJUSTABLE VELCRO STRAP_LARGE           | \$3.78 | \$4.12 |
| 1504 | 5160102001 - ANDREW SCOTT_SHIRT_CREWNECK_SMALL_EA_WHITE_MENS            | \$4.15 | \$4.52 |
| 1505 | 5160103001 - ANDREW SCOTT_SHIRT_CREWNECK_MEDIUM_EA_WHITE_MENS           | \$4.15 | \$4.52 |
| 1506 | 5160104001 - ANDREW SCOTT_SHIRT_CREWNECK_LARGE_EA_WHITE_MENS            | \$4.15 | \$4.52 |
| 1507 | 5160105001 - ANDREW SCOTT_SHIRT_CREWNECK_XL_EA_WHITE_MENS               | \$4.15 | \$4.52 |
| 1508 | 5160106001 - ANDREW SCOTT_SHIRT_CREWNECK_2XL_EA_WHITE_MENS              | \$4.94 | \$5.38 |
| 1514 | 5160302001 - ANDREW SCOTT_BRIEF_SMALL 28-30_EA_WHITE_MENS               | \$3.41 | \$3.72 |
| 1515 | 5160303001 - ANDREW SCOTT_BRIEF_MEDIUM_EA_WHITE_MENS                    | \$3.41 | \$3.72 |
| 1516 | 5160304001 - ANDREW SCOTT_BRIEF_LARGE 36-38_EA_WHITE_MENS               | \$3.41 | \$3.72 |
| 1517 | 5160305001 - ANDREW SCOTT_BRIEF_XL 40-42_EA_WHITE_MENS                  | \$3.41 | \$3.72 |
| 1518 | 5160306001 - ANDREW SCOTT_BRIEF_2XL 44-46_EA_WHITE_MENS                 | \$4.46 | \$4.86 |
| 1540 | 5088801001 - SOFT TOUCH_SOCKS_TUBE #350_EA_WHITE                        | \$1.58 | \$1.72 |
| 1551 | 5054303099 - INDERA MILLS_SHIRT_THERMAL_MEDIUM_BULK PKED_NATURAL        | \$6.56 | \$7.15 |
| 1552 | 5054304099 - INDERA MILLS_SHIRT_THERMAL_LARGE_BULK PKED_NATURAL         | \$6.56 | \$7.15 |
| 1553 | 5054305099 - INDERA MILLS_SHIRT_THERMAL_XL_BULK PKED_NATURAL            | \$6.56 | \$7.15 |
| 1554 | 5054306099 - INDERA MILLS_SHIRT_THERMAL_2XL_BULK PKED_NATURAL           | \$8.40 | \$9.16 |
| 1561 | 5054403099 - INDERA MILLS_DRAWERS_THERMAL_MEDIUM_BULK PKED_NATURAL      | \$6.56 | \$7.15 |
| 1562 | 5054404099 - INDERA MILLS_DRAWERS_THERMAL_LARGE_BULK PKED_NATURAL       | \$6.56 | \$7.15 |
| 1563 | 5054405099 - INDERA MILLS_DRAWERS_THERMAL_XL_BULK PKED_NATURAL          | \$6.56 | \$7.15 |
| 1625 | 5045702001 - MANHATTAN HOSIERY_SPORTS BRA_SMALL SZ 32_EA_WHITE_WOMENS   | \$6.30 | \$6.87 |
| 1626 | 5045703001 - MANHATTAN HOSIERY_SPORTS BRA_MEDIUM SZ 34_EA_WHITE         | \$6.30 | \$6.87 |
| 1627 | 5045704001 - MANHATTAN HOSIERY_SPORTS BRA_LARGE SZ 36_EA_WHITE_WOMENS   | \$6.30 | \$6.87 |
| 1650 | 5069106001 - HANES_BRIEF_SZ 6_3 PK_WHITE_WOMENS                         | \$3.41 | \$3.72 |



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| 2001 | 80002110 - KEEFE_COFFEE_INSTANT_4.5 OZ_24/CS_POUCH                       | \$5.09 | \$5.54 |
| 2005 | 4478 - NESCAFE TASTERS CHOICE_COFFEE_RANDOM STICK_1.5 G_1000/CS_STICK PK | \$0.53 | \$0.58 |
| 2014 | 905 - KEEFE_DRINK MIX_FRENCH VANILLA CAPPUCCINO_.81 OZ_300/CS_1 SRV PK   | \$0.65 | \$0.71 |
| 2015 | 7022 - KEEFE_FREEZE DRIED COFFEE_COLOMBIAN_3 OZ                          | \$5.23 | \$5.70 |
| 2035 | 3871 - GEN_SALT_10 PK_300/10PKS/CS                                       | \$0.68 | \$0.74 |
| 2036 | 3872 - GEN_SPICE_PEPPER_10 PK_300/10PKS/CS                               | \$0.65 | \$0.70 |
| 2070 | 114 - KEEFE_HOT COCOA_SS_.8 OZ_300/CS_1 SRV PK                           | \$0.58 | \$0.63 |
| 2073 | 6691 - DISC-BAY VALLEY-STURM_COCOA_NO SUGER ADDED CHOC_.55 OZ            | \$0.51 | \$0.55 |
| 2078 | 2136 - KEEFE_SUGAR PKT_1 SRV_10 PK_200/10PKS/CS_PAPER PKT                | \$0.89 | \$0.97 |
| 2087 | 1237 - KEEFE_CREAMER_SS_10 PK_100/10PKS/CS                               | \$1.05 | \$1.14 |
| 2091 | 1265 - SUGAR TWIN_SWEETENER_REGULAR_10 PK_120/10PKS/CS_PKT_YELLOW        | \$1.05 | \$1.14 |
| 2105 | 961441 - COOL-OFF_DRINK MIX_TEABULK_1000/CS                              | \$0.42 | \$0.46 |
| 2110 | 961442 - COOL-OFF_DRINK MIX_FRUIT PUNCH_BULK_1000/CS                     | \$0.40 | \$0.43 |
| 2115 | 961443 - COOL-OFF_DRINK MIX_BLACK CHERRY_BULK_1000/CS                    | \$0.41 | \$0.45 |
| 2120 | 961444 - COOL-OFF_DRINK MIX_LEMONADE_BULK_1000/CS                        | \$0.40 | \$0.44 |
| 2200 | 80000361 - SWEET FUSIONS_DRINK MIX_ORANGE SS_.5 OZ_500/CS                | \$0.42 | \$0.46 |
| 2210 | 80000362 - SWEET FUSIONS_DRINK MIX_FRUIT PUNCH SS_.5 OZ_500/CS           | \$0.42 | \$0.46 |
| 2220 | 80000363 - SWEET FUSIONS_DRINK MIX_LEMONADE SS_.5 OZ_500/CS              | \$0.42 | \$0.46 |
| 2437 | 80004561 - QUAKER INST OATMEAL_SP_200/CS_ORIGINAL FLAVOR_1/SP=1 PACKET   | \$0.63 | \$0.69 |
| 2438 | 80004562 - QUAKER INST OATMEAL_SP_200/CS_MAPLE BROWN SUGAR_1/SP=1 PACKET | \$0.61 | \$0.67 |
| 2595 | 80003796 - HOSTESS_DONETTES_CHOC_3 OZ_60/CS                              | \$1.73 | \$1.89 |
| 2623 | 80001717 - BRUSHY CREEK_SUMMER SAUSAGE_REGULAR_3 OZ_96/CS                | \$2.57 | \$2.80 |
| 2665 | 4936 - VELVEETA_MACARONI & CHEESE_SPICY MACARONI & CHEESE_3 OZ           | \$2.05 | \$2.23 |
| 2666 | 4937 - VELVEETA_RICE_CHEESEY_2 OZ_50/CS_POUCH CLEAR WINDOW               | \$1.31 | \$1.43 |
| 2667 | 4938 - VELVEETA_RICE_SPICY CHEESE_2 OZ_50/CS_POUCH CLEAR WINDOW          | \$1.31 | \$1.43 |
| 2668 | 4939 - VELVEETA_REFRIED BEANS_CHEESEY_4 OZ_24/CS_POUCH CLEAR WINDOW      | \$2.00 | \$2.18 |
| 2670 | 4941 - VELVEETA_BEANS & RICE_SPICY CHEESY_4 OZ_24/CS_POUCH CLEAR WINDOW  | \$2.00 | \$2.18 |
| 2737 | 10446 - FRITOS_CORN CHIPS_CHILI CHEESE_2 OZ_64/CS_BAG CLEAR WINDOW       | \$1.04 | \$1.13 |
| 3004 | 10055 - MARKET SQUARE_COOKIES_Peanut Butter Cremes_6 OZ                  | \$2.08 | \$2.27 |
| 3010 | 7647 - MARKET SQUARE_SOFT COOKIES_CHOC CHIP_2.75 OZ                      | \$1.16 | \$1.26 |
| 3015 | 7648 - MARKET SQUARE_COOKIES_OATMEAL RAISIN_2.75 OZ                      | \$1.16 | \$1.26 |
| 3020 | 80003305 - OREO_COOKIES_2.4 OZ_120/CS_BAG                                | \$1.31 | \$1.43 |
| 3030 | 10057 - MARKET SQUARE_COOKIES_VANILLA CREMES_6 OZ_24/CS_PLASTIC BAG      | \$2.08 | \$2.27 |
| 3031 | 10056 - MARKET SQUARE_COOKIES_ORANGE PINEAPPLE CREMES_6 OZ_24/CS         | \$2.08 | \$2.27 |
| 3035 | 6072 - MARKET SQUARE_COOKIES_CHOC CHIP_6 OZ_46/CS_CLEAR PLASTIC BAG      | \$2.08 | \$2.27 |
| 3040 | 6071 - MARKET SQUARE_COOKIES_ICED OATMEAL_6 OZ_46/CS_CLEAR PLASTIC BAG   | \$2.08 | \$2.27 |
| 3045 | 10058 - MARKET SQUARE_COOKIES_DUPLEX CREMES_6 OZ_24/CS_PLASTIC BAG       | \$2.08 | \$2.27 |
| 3115 | 9590 - CHEEZ-IT_CRACKERS_1.5 OZ_60/CS                                    | \$1.00 | \$1.09 |
| 3139 | 9474 - VISTA_CRACKERS_SALTINE BULK_.25 LB_36/CS_PLASTIC                  | \$1.05 | \$1.14 |
| 3193 | 10547 - KELLOGGS_POP TARTS_STRAWBERRY_2PK 12BX/CS 72EA/CS                | \$1.21 | \$1.32 |
| 3201 | 80005729 - CHATTANOOGA_MOON PIE_STRAWBERRY DBL DECKER_2.75 OZ            | \$0.98 | \$1.06 |
| 3206 | 80005732 - CHATTANOOGA_MOON PIE_CHOC DBL DECKER_2.75 OZ                  | \$1.05 | \$1.14 |
| 3207 | 80005730 - CHATTANOOGA_MOON PIE_BANANA DBL DECKER_2.75 OZ                | \$1.00 | \$1.09 |
| 3219 | 80000116 - AUSTIN_SANDWICH CRACKERS_CHEESE ON CHEESE                     | \$0.75 | \$0.81 |
| 3222 | 80000115 - AUSTIN_SANDWICH CRACKERS_TOASTED PB                           | \$0.84 | \$0.92 |
| 3230 | 6052 - MARKET SQUARE_Peanut Butter WAFER_2PK_12 OZ_6/BX 24BX/CS_PAPER    | \$0.70 | \$0.76 |



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| 3231 | 6053 - MARKET SQUARE_SNACK CAKE_OATMEAL & CREME_16 OZ                     | \$0.42 | \$0.46 |
| 3236 | 6055 - MARKET SQUARE_CAKE_SWISS ROLL_12 OZ_6/BX 24BX/CS_PAPER BOX         | \$0.74 | \$0.81 |
| 3245 | 6051 - MARKET SQUARE_DONUT_STICKS_10 OZ_6/BX 16BX/CS_PAPER BOX            | \$0.68 | \$0.74 |
| 3248 | 6057 - DANISH_ICED CINNAMON SWIRL_4 OZ_32/CS_CLEAR PLASTIC WRAP           | \$1.47 | \$1.60 |
| 3270 | 6060 - MARKET SQUARE_CUPCAKES_CHOC CREME_4 OZ_36/CS_PLASTIC OVERWRAP      | \$1.73 | \$1.89 |
| 3274 | 6043 - MARKET SQUARE_MONSTER HONEY BUN_ICED_6 OZ_36/CS_CLEAR PLASTIC      | \$1.51 | \$1.65 |
| 3290 | 6046 - DISC-MARKET SQUARE_DONUT_STRAWBERRY_4 OZ_36/CS_CLEAR PLASTIC       | \$1.37 | \$1.49 |
| 3309 | 2381 - KELLOGGS_RICE KRISPIE_ORIGINAL_1.3 OZ_80/CS                        | \$1.37 | \$1.49 |
| 3581 | 80001716 - BRUSHY CREEK_SUMMER SAUSAGE_HOT & SPICY_1.625 OZ_100/CS        | \$1.73 | \$1.89 |
| 4000 | 80002677 - MARS_M&M_PLAIN CHOC_1.69 OZ_36EA/BX, 9BX/CS                    | \$1.19 | \$1.30 |
| 4001 | 955 - MARS_M&M PEANUT_1.74 OZ_48/BX 8BX/CS_WWRAPPED                       | \$1.19 | \$1.30 |
| 4005 | 80000662 - NESTLE BUTTERFINGER_CANDY BAR_SINGLES_1.9 OZ_36EA/BX, 288EA/CS | \$1.19 | \$1.30 |
| 4010 | 10502 - MARS_SNICKERS_1.86 OZ_384CS / 8BX / 48PER BOX                     | \$1.19 | \$1.30 |
| 4013 | 10504 - MARS_MILKY WAY_1.84 OZ_360/CS 36/BX 10BXS/CS                      | \$1.19 | \$1.30 |
| 4019 | 1477 - ATKINSON_CANDY_CHICK-O-STICK_.7 OZ_200/CS_WWRAPPED CLEAR           | \$0.53 | \$0.58 |
| 4040 | 984 - SKITTLES_CANDY_ORIGINAL_2.17 OZ_36/BX 10BX/CS_WWRAPPED              | \$1.19 | \$1.30 |
| 4044 | 80003798 - HOSTESS_DONETTES_POWDERED SUGAR_3 OZ_60/CS                     | \$1.73 | \$1.89 |
| 4056 | 80003920 - SQUEEZUM_Peanut Butter_SQUEEZE_2 OZ_200/CS_POUCH               | \$1.31 | \$1.43 |
| 4058 | 80000347 - HOSTESS_SNACK CAKE_TWINKIE_2.7 OZ_2 PK                         | \$1.89 | \$2.06 |
| 4060 | 80000345 - HOSTESS_SNACK CAKE_DING DONG_2.55 OZ_2 PK                      | \$1.89 | \$2.06 |
| 4065 | 1500 - BIG HUNK_CANDY BAR_2 OZ_12/24CT 288/CS_PLASTIC OVERWRAP            | \$0.99 | \$1.08 |
| 4100 | 80006100 - SATHERS_CANDY_BUTTERSCOTCH DISCS_4.25 OZ_60/CS_BAG             | \$1.37 | \$1.49 |
| 4110 | 40609 - SATHERS_CANDY_LEMON DROPS_4.25 OZ_60/CS_PRINTED BAG               | \$1.37 | \$1.49 |
| 4120 | 80006098 - SATHERS_CANDY_ROOT BEER BARRELS_4.25 OZ_60/CS_BAG              | \$1.33 | \$1.45 |
| 4124 | 1476 - GEN_CANDY_MINT STICK_.7 OZ_200/CS_WWRAPPED CLEAR                   | \$0.47 | \$0.51 |
| 4135 | 40601 - HERSHEY JOLLY RANCHER_CANDY_ASSORTED_3.7 OZ                       | \$1.78 | \$1.94 |
| 4145 | 80006101 - SATHERS_CANDY_STAR BRITES_3.75 OZ_60/CS_BAG                    | \$1.33 | \$1.45 |
| 4146 | 80006095 - ATOMIC FIREBALL_CANDY_3 OZ_60/CS_BAG                           | \$1.30 | \$1.42 |
| 4150 | 40607 - SATHERS_CANDY_SOUR FRUIT BALLS_4.25 OZ_48/CS_PRINTED BAG          | \$1.36 | \$1.48 |
| 4155 | 40615 - SATHERS_CANDY_SF WILD FRUIT_1.75 OZ_60/CS_PRINTED BAG             | \$1.47 | \$1.60 |
| 4314 | 10741 - KELLOGGS_POP TARTS_BLUEBERRY_2PK 12BX/CS 72EA/CS                  | \$1.18 | \$1.29 |
| 4366 | 80004337 - JEFFERSON MO_KIT_INDIGENT_1/KT                                 | \$0.00 | \$0.00 |
| 4387 | 7016 - ROCKY ROAD_CANDY BAR_1.82 OZ_288/CS_PLASTIC OVERWRAP               | \$1.31 | \$1.43 |
| 4429 | 6069 - MARKET SQUARE_WAFER_SF STRAWBERRY CREME_2.75 OZ                    | \$1.37 | \$1.49 |
| 4430 | 6059 - CHEESE DANISH_BLUEBERRY_4.25 OZ_40/CS_CLEAR PLASTIC WRAP           | \$1.47 | \$1.60 |
| 4431 | 6058 - CHEESE DANISH_STRAWBERRY_4.25 OZ_40/CS_CLEAR PLASTIC WRAP          | \$1.47 | \$1.60 |
| 4468 | 80003169 - OTIS SPUNKMEYER_LOAF CAKE_ICED LEMON_4 OZ_24/CS_PLASTIC        | \$1.57 | \$1.71 |
| 4469 | 80003170 - OTIS SPUNKMEYER_LOAF CAKE_CINNAMON_4 OZ_24/CS_PLASTIC          | \$1.65 | \$1.80 |
| 4520 | 80002945 - BRUSHY CREEK_CHICKEN VIENNA SAUSAGE_HOT_5 OZ_24/CS_POUCH       | \$2.36 | \$2.57 |
| 4863 | 80003280 - DORITOS_TORTILLA CHIPS_COOL RANCH_1.75 OZ_64/CS_CLEAR BAG      | \$1.03 | \$1.13 |
| 5156 | 80003008 - WHOLE SHABANG_SNACK MIX_6 OZ_60/CS                             | \$2.89 | \$3.15 |
| 5274 | 8000803099 - SHARKEYES_READING GLASSES_POLYCARBONATE LENSE_1.50 DIOPTER   | \$5.25 | \$5.72 |
| 5277 | 8000806099 - SHARKEYES_READING GLASSES_POLYCARBONATE LENSE_2.25 DIOPTER   | \$5.25 | \$5.72 |
| 5278 | 8000807099 - SHARKEYES_READING GLASSES_POLYCARBONATE LENSE_2.5 DIOPTER    | \$5.25 | \$5.72 |
| 5953 | 20211 - AVIATOR_PLAYING CARDS_POKER_12/CS                                 | \$2.15 | \$2.35 |
| 6013 | 18 - MARUCHAN_RAMEN_CAJUN CHICKEN_3 OZ_24/CS_PILLOW PK CLEAR WINDOW       | \$1.00 | \$1.07 |



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| 6018 | 13 - MARUCHAN_RAMEN_TX BEEF_3 OZ_24/CS_PILLOW PK CLEAR WINDOW            | \$1.00 | \$1.07 |
| 6026 | 10 - MARUCHAN_RAMEN_CHILI_3 OZ_24/CS_PILLOW PK CLEAR WINDOW              | \$1.00 | \$1.07 |
| 6046 | 8 - MARUCHAN_RAMEN_CHICKEN_3 OZ_24/CS_PILLOW PK CLEAR WINDOW             | \$1.00 | \$1.07 |
| 6050 | 5880 - KEEFE KITCHENS_RICE_INST WHITE_8 OZ_24/CS_POUCH CLEAR RESEALABLE  | \$1.94 | \$2.11 |
| 6052 | 505 - MARUCHAN_RAMEN_HOT & SPICY VEGETABLE_3 OZ_24/CS_PILLOW PK CLEAR    | \$1.00 | \$1.07 |
| 6053 | 15 - MARUCHAN_RAMEN_CAJUN SHRIMP_3 OZ_24/CS_PILLOW PK CLEAR WINDOW       | \$1.00 | \$1.07 |
| 6074 | 7935 - FRESH CATCH_MACKEREL FILLETS_IN BRINE_3.53 OZ_24/CS_POUCH         | \$2.15 | \$2.34 |
| 6079 | 6025 - THE WHOLE SHABANG_POTATO CHIPS_ORIGINAL_1.5 OZ_72/CS_BAG FOIL     | \$1.01 | \$1.10 |
| 6083 | 5133 - T/R-MOON LODGE_POPCORN_WHITE CHEDDAR_5 OZ_20/CS_BAG FOIL          | \$2.99 | \$3.26 |
| 6100 | 6022 - MOON LODGE_POTATO CHIPS_REGULAR_1.5 OZ_72/CS_BAG FOIL             | \$1.05 | \$1.14 |
| 6102 | 7637 - MOON LODGE_POTATO CHIPS_STUFFED JALAPENO_1.5 OZ_72/CS_BAG FOIL    | \$1.05 | \$1.14 |
| 6103 | 7666 - CACTUS ANNIES_TORTILLA CHIPS_SCORCHIN HABANERO_1.5 OZ             | \$1.26 | \$1.37 |
| 6105 | 6023 - MOON LODGE_POTATO CHIPS_BBQ_1.5 OZ_72/CS_BAG FOIL                 | \$1.05 | \$1.14 |
| 6114 | 6743 - ANDY CAPPS_HOT FRIES_ORIGINAL_0.85 OZ_72/CS_BAG                   | \$1.00 | \$1.09 |
| 6116 | 7994 - CACTUS ANNIES_CHEESE PUFFS_2 OZ_60/CS_BAG CLEAR WINDOW            | \$1.37 | \$1.49 |
| 6125 | 6026 - MOON LODGE_POTATO CHIPS_HOT HOT HOT BBQ_1.5 OZ_72/CS_BAG FOIL     | \$1.05 | \$1.14 |
| 6126 | 6024 - MOON LODGE_POTATO CHIPS_SOUR CREAM & ONION_1.5 OZ_72/CS_BAG FOIL  | \$1.05 | \$1.14 |
| 6127 | 1266 - CACTUS ANNIES_PORK RINDS_HOT & SPICY_2 OZ_24/CS 36/CS_CLEAR       | \$1.66 | \$1.81 |
| 6134 | 7758 - MOON LODGE_POPCORN_CARAMEL_3.53 OZ_60/CS_BAG CLEAR WINDOW         | \$2.10 | \$2.29 |
| 6154 | 10513 - DORITOS_TORTILLA CHIPS_NACHO CHEESE_1.75 OZ_64/CS_BAG CLEAR      | \$1.28 | \$1.40 |
| 6159 | 7690 - CHEETOS_CHEESE CRUNCHY_FLAMIN HOT_1.75 OZ                         | \$1.00 | \$1.09 |
| 6167 | 7689 - CHEETOS_CHEESE CRUNCHY_2 OZ_64/CS_BAG CLEAR WINDOW                | \$1.05 | \$1.14 |
| 6173 | 1711 - BRUSHY CREEK_CHILI_W/BEANS_11.25 OZ_24/CS_POUCH                   | \$2.77 | \$3.02 |
| 6174 | 1712 - BRUSHY CREEK_CHILI_HOT W/BEANS_11.25 OZ_24/CS_POUCH               | \$2.84 | \$3.10 |
| 6176 | 1715 - BRUSHY CREEK_BEEF_BEEF STEW_11.25 OZ_24/CS_POUCH                  | \$3.26 | \$3.55 |
| 6178 | 4385 - FRESH CATCH_MACKEREL FILLETS_IN OIL_3.53 OZ_24/CS_POUCH           | \$2.15 | \$2.34 |
| 6181 | 4386 - FRESH CATCH_SARDINES_HOT TOMATO SAUCE_3.53 OZ_24/CS_POUCH         | \$2.05 | \$2.23 |
| 6190 | 4395 - FRESH CATCH_FISH STEAKS_GREEN CHILIS IN OIL_3.53 OZ_24/CS_POUCH   | \$2.15 | \$2.34 |
| 6195 | 5360 - BRUSHY CREEK_PREMIUM CHICKEN BREAST_DICED_4.5 OZ_24/CS_POUCH      | \$4.67 | \$5.09 |
| 6205 | 80003352 - KING NUT_CASHEWS_ROASTED & SALTED_2.5 OZ_60/CS                | \$2.84 | \$3.10 |
| 6212 | 80003370 - KING NUT_SNACK MIX_CAJUN_3.5 OZ_48/CS                         | \$1.68 | \$1.83 |
| 6213 | 80003371 - KING NUT_SNACK MIX_HEALTHY_3.25 OZ_48/CS                      | \$1.68 | \$1.83 |
| 6217 | 80003373 - KING NUT_SNACK MIX_TROPICAL_4 OZ_48/CS                        | \$1.68 | \$1.83 |
| 6250 | 172 - MOON LODGE_ONION DIP_3.5 OZ_48/CS_CLEAR PLASTIC TUB                | \$2.52 | \$2.75 |
| 6262 | 6510 - SQUEEZUM_MAYONNAISE_REGULAR_9 G_PK=STRIP, 12EA/PK, 600EA/CS_POUCH | \$1.26 | \$1.37 |
| 6263 | 6513 - SQUEEZUM_MUSTARD_REGULAR_4.5 G_12EA/ST, 600EA/CS_POUCH CLEAR      | \$0.63 | \$0.69 |
| 6264 | 6514 - SQUEEZUM_KETCHUP_REGULAR_9 G_12EA/ST, 600EA/CS_POUCH CLEAR        | \$0.76 | \$0.83 |
| 6268 | 6517 - SQUEEZUM_HOT SAUCE_7 G_PK=STRIP, 12EA/PK, 600EA/CS_POUCH CLEAR    | \$0.84 | \$0.92 |
| 6300 | 5379 - O'BRIENS_BEEF STICK_HICKORY SMOKED_1.125 OZ_100/CS_TWIN PK        | \$1.31 | \$1.43 |
| 6320 | 2228 - O'BRIENS_MEAT_BEEF & CHEDDAR STICK_1.125 OZ_100/CS_WRAPPER        | \$1.31 | \$1.43 |
| 6322 | 2229 - O'BRIENS_SAUSAGE_HOT & SPICY_1.125 OZ_100/CS_WRAPPER              | \$1.31 | \$1.43 |
| 6400 | 9366 - QUAKER_GRANOLA BAR_CHOC CHIP_6.72 OZ_8/BX 12BX/CS                 | \$0.95 | \$1.04 |
| 6412 | 4787 - SQUEEZUM_JELLY_GRAPE_1 OZ_200/CS_POUCH CLEAR                      | \$0.68 | \$0.74 |
| 6428 | 2586 - CACTUS ANNIES_CHEESECHEDDAR_2 OZ_180/CS_POUCH CLEAR               | \$1.75 | \$1.91 |
| 6429 | 2585 - CACTUS ANNIES_CHEESE_JALAPENO_2 OZ_180/CS_POUCH CLEAR             | \$1.79 | \$1.95 |
| 6500 | 383 - VAN HOLTEN_PICKLE_HOT PICKLE_9.6 OZ_12/CS_POUCH CLEAR              | \$1.14 | \$1.25 |



|      |  |        |        |
|------|--|--------|--------|
| 6501 | 381 - GEN_PICKLE_MILD DILL_9.6 OZ_12/CS_POUCH CLEAR                    | \$1.16 | \$1.26 |
| 6507 | 1590 - TX TITOS_JALAPENO PEPPERS_SS SLICED_.7 OZ_300/CS_BAG            | \$0.89 | \$0.97 |
| 6540 | 6045 - GOLDEN VALLEY_STRAWBERRY BAR_LOW FAT_1.3 OZ_90/CS               | \$0.63 | \$0.69 |
| 6600 | 5070 - CACTUS ANNIES_TORTILLAS_FLOUR_8 OZ 6CT 8 IN_48/CS_BAG CLEAR     | \$1.83 | \$2.00 |
| 6606 | 7550 - MOON LODGE_Peanuts_ROASTED & SALTED_1.75 OZ_60/CS_BAG CLEAR     | \$1.05 | \$1.14 |
| 6607 | 7551 - MOON LODGE_Peanuts_HOT HOT HOT_1.75 OZ_60/CS_BAG CLEAR WINDOW   | \$1.05 | \$1.14 |
| 6610 | 80000495 - GOLDEN VALLEY_BAGEL_PLAIN_4 OZ_40/CS_IND WRAPPED            | \$1.05 | \$1.14 |
| 6700 | 9783 - SEVILLA_REFRIED BEANS_REGULAR_8 OZ_18/CS_POUCH CLEAR RESEALABLE | \$2.46 | \$2.68 |
| 6711 | 5940 - SEVILLA_BEANS & RICE_HOT CHILI FLAVOR_4.4 OZ_24/CS_POUCH CLEAR  | \$1.73 | \$1.89 |
| 6721 | 4397 - FRESH CATCH_FISH STEAKS_IN LA HOT_3.53 OZ_24/CS_POUCH           | \$2.05 | \$2.23 |
| 6805 | 80002177 - WHOLE SHABANG_Peanuts_1.75 OZ_60/CS_BAG                     | \$1.26 | \$1.37 |
| 6826 | 4317 - FRESH CATCH_CHUNKLIGHT TUNA_IN WATER_4.23 OZ_48/CS_POUCH        | \$3.05 | \$3.32 |
| 6869 | 80002293 - THE WHOLE SHABANG_POTATO CHIPS_EXTREME RIPPLE_1.5 OZ        | \$1.05 | \$1.14 |

*KCN has many additional items that we can make available to the inmate population if the county wishes to expand on this menu.*

### **Commissary Restrictions**

KCN software offers the widest possible set of order restrictions ranging from items, categories, time-based purchasing, multiple spending limits, location-based profiles, indigent purchasing. Below is a comprehensive list of KCN restriction features:

#### ***Restriction Type: Quantity Per Order***

Any item may be restricted to any quantity.

**Example:** For instance, any inmate may be restricted to no more than 2 2-pack Tylenols per order.

**Scope:** Per inmate, per order.

#### ***Restriction Type: Quantity per time span***

In addition to the quantity per order restriction, any item may be restricted to any quantity over any time span in days.

**Example:** For instance, any inmate may be restricted to no more than 4 2-pack Tylenols over a 60-day period.

**Scope:** Per inmate, per item, per time span.

#### ***Restriction Type: Orders per time span***

Any inmate may be restricted from placing any number of commissary orders over any time span in days.

**Example:** For instance, any inmate may be restricted to no more than four orders in thirty days.

**Scope:** Per inmate, per time span.

#### ***Restriction Type: Disallowed item***

Any item may be restricted entirely from a given inmate.

**Example:** For instance, any inmate may have smoked sausage restricted entirely so that none may be ordered.

**Scope:** Per inmate, per item.

***Restriction Type: Category Quantity Restriction***

Any inmate may be restricted to a given quantity of a collection of related items.

**Example:** For instance, any inmate may be restricted to ordering up to 7 candy items.

**Scope:** Per inmate, per category.

***Restriction Type: Category Age Restriction***

Any inmate may be completely restricted from ordering a class of items on account of age.

**Example:** For instance, any inmate less than 19 years of age may be restricted entirely from purchasing tobacco products.

**Scope:** Per inmate, per category.

***Restriction Type: Spending Limit Restriction***

Any inmate may be restricted to a maximum dollar amount to be spent per order.

**Example:** For instance, any inmate may be limited to spending no more than \$50 per order.

**Scope:** Per inmate, per order.

***Restriction Type: Spending Limit over timespan***

Any inmate may be restricted to a maximum dollar amount to be spent per week or month.

**Example:** For instance, any inmate may be limited to spending no more than \$50 per order and no more than \$150 per month.

**Scope:** Per inmate, per timespan.

***Restriction Type: Spending Limit Override***

Any inmate may be granted a spending limit override to order a given item.

**Example:** For instance, any inmate may be allowed to spend up to \$40 on tennis shoes, which amount does not contribute to the spending limit for the rest of the items ordered.

**Scope:** Per inmate, per item.

***Restriction Type: Restriction Grid by Housing Location, Gender and / or Age***

Entire restriction grids including combinations of any of the above restrictions can be applied automatically during the scan process based upon an inmate's location in the facility, gender or age.

**Example:** For example, an inmate in a female only pod can be automatically assigned to a female restriction profile without user intervention.

**Scope:** Per inmate, per grid.

***Restriction Type: Indigent Items***

Indigent purchasing requires both the item and the inmate to be classified as indigent. Commissary indigent inmate classification is determined instantaneously at time of order based on the current balance, indigent item purchasing may be controlled both at time of order and over a timespan.

**Example:** For example, an inmate with a current balance of \$2.25 may be classified as indigent at time of order, but the indigent items desired may be restricted to one per order or one every 14-days, etc.

**Scope:** Per Inmate, per grid, per item.

**Installation of Technology/Kiosks**

Suppliers will be responsible for costs associated with installation, electric, and software necessary for successful implementation of (Secure Deposit Services (phone, web, and lobby kiosk), booking kiosk and inmate Edge Kiosks). The server will be added to the County's network to allow the Jail's workstations and inmate Edge Kiosks to communicate back to the suppliers database / web server. Supplier will install new server hardware, perform software upgrade on new server, and ensure that all existing software functionality is working once the hardware / software upgrade is complete. The supplier will install booking kiosk hardware to the designated Jail workstation or supplier workstation. The supplier will install and configure booking kiosk software, test/verify functionality of the booking/cash kiosk in the booking area, and train end user facility staff on the booking kiosk software functionality. The supplier will facilitate the installation of all install and configurations to implement the inmate Kiosk software on the server. The supplier will finalize all configurations required at each inmate Edge Kiosk to allow for the kiosks to communicate back to the supplier server. The supplier will be responsible for test/verify functionality of the inmate Edge kiosk units, training end user facility staff on the inmate kiosks, install and configure the deposit apply service software, test/verify functionality of the Secure Deposit Services, and train end user facility staff on the overall program functionality, reconciling and reporting on daily activity.

**Keefe Response:** Acknowledged and agreed.

**Support**

Supplier must have and address support in the area for technology support for equipment, software, delivery, and commissary issues that develop.

**Keefe Response:**

**Technical Services Support**

Keefe Commissary Network staffs a centralized Technical Services support center including Help Desk, Configuration, Installation, Training, Systems Integration, and Software Development Services. The entire staff is located at the Keefe Group corporate office in St. Louis, Missouri.

KCN Technical Services provides five (5) areas of services to customers on a daily basis.

- Help Desk Support
  - Contact Services
  - Escalation Services

- Project Services
  - Implementations and Upgrades
  - Accounting Analysis and Review
  - Training and Documentation

#### Help Desk Support Team – Contact Services and Escalation Services

- 30 Total Staff – 3 managers, 27 support, average 4 years experience
- 2015 Stats – Average 3,000 cases per month, 99.01% customer satisfaction

#### Contact Services

Contact Services is the first line of contact for service requests via phone or e-mail. All customer support cases are documented in Microsoft CRM. History is available to all field sales staff and regional management on a real time basis.

Examples of first line support services:

- Resolution of communications errors
- Analysis of hardware errors and replacement of defective hardware
- Standard end-user training
- Order Tracking, Order Processing, Pricing Updates

#### Telephone

Phone requests are routed through CISCO Call Manger on a 24 x 7 x 365 basis – phone requests are placed by dialing 800 864-5986. Phone services are available during business hours, defined as 8 AM – 5 PM Monday through Friday. During business hours, inbound calls are answered by an administrative attendant. The administrative attendant determines whether the call is related to marketing, accounting, or technical services. If the call is technical in nature, the attendant can route the call either to the direct extension of an individual technician or to the call-queue for the first available technician.

Calls queued for the first available technician can travel through four staff levels, with an increasing cumulative number of extensions accessed throughout wait-time. If a queued call is not answered within five minutes, the call is routed to a voice mail extension which records a message from the caller and automatically begins paging a group of six escalation phone numbers. Calls directed to an individual technician are subject to the current availability of that technician at the time the call is transferred.

Any inbound call outside of business hours can access technical support by choosing option 7 on a touch-tone phone. When option 7 is selected, the call routing routine first checks for available staffed extensions. If none are available the call is routed to a voice mail which automatically begins paging a group of six escalation extensions. On-call staff is equipped with notebook computer systems integrated with wireless internet access and VPN access to the KCN Corporate Service Center.

#### E-Mails

E-mail requests are monitored during business hours by a designated Service Center administrator. The Solutions Center administrator screens e-mail either for immediate response or for escalation as a service event. If escalated to a service event, the Service Center Administrator opens a CRM Case and either assigns the case to a technician or adds the case to the service ticket queue.

### **Location**

Contact Services staff is located at the KCN Service Center Corporate Office in St. Louis MO Monday through Friday 6 AM – 7 PM CST. On-Call Staff are located off premises Monday through Friday 5 PM – 8 AM, Saturday and Sunday 24 hrs. per day, and Monday morning 12 AM – 8 AM. On-Call staff is located at the KCN Service Center Office in St. Louis MO Monday through Friday 8 AM – 5 PM.

### **Escalation Services**

Escalation Services is the delivery of complex helpdesk service requirements. Contact Services escalate more complex service requirements to a higher level of complexity and urgency. Some examples of complex service requirements are:

- Recovery of failed hard drive and / or data recovery
- Re-configuration of standard software features including
- Accounting profiles
- Commissary restrictions
- Integration settings
- Communications setup
- Bank, check and cash management features
- Receipt settings
- Standard installations and upgrades.
- Analysis and reporting of software errors
- Specialized end-user training
- Standard Software Upgrades

### **Project Services Team**

#### **Implementation and Upgrade**

20 Total Staff – 2 managers, 18 support, average 5 years experience

2015 Stats – 37 new customer implementations and 100+ customer upgrades

#### **Accounting Analysts**

7 Total Staff – 1 managers, 6 analysts, average 6 years of experience

2015 Stats – handle 25-40 cases per month

#### **Technical Writing & Training**

2 Total Staff – Training and Development Staff, average 2 years of experience

## Project Services Support Activities

Project services is the planning and implementation of software, hardware and network deployments at customer sites. Typically, this includes new account, first time installation of hardware and software. Project technicians receive and review approved system quote and new KCN account information documents. They contact account manager on any questions or inquiries regarding the account setup to ensure regional and facility expectations are met.

Hardware and equipment needed for the installation on site is purchased. The Project technician creates a KCN transition document – this document may vary depending on the complexity of the new account. The document will be a working plan between Keefe and the facility. It will include some of the following topics that the project technician will gather from the key contacts at the facility.

Computer layout at the facility – how many computers will Keefe provide, how many computers will the jail supply that the Keefe software will be installed on. Jail computers – what windows operating system, size of hard drive, RAM, etc. The facility network infrastructure is assessed:

- Server(s) – model, configuration details
- Remote access – which enables KCN help desk technicians assist with customer questions, inquiries, problems
- Backup method
- Data conversion
- Integration details – contacts, file specifications, etc.
- Special features / services requested – positive pay, paid check, debt write off, merge resident,
- Kiosks, On-line deposits, special order entry methods, prepaid sales, etc.
- Officer roster – list of officers, officer duties, groups
- General ledger accounts and associated GL account events
- Number of used cash drawers
- Facility's current everyday business flow / operations
- Resident account events
- Recoverable charges – priority and recovery percentage
- Order forms – commissary restrictions
- Bank account
- Check printing / layout
- Software / system reports
- Training – room / structure / end user schedule / end user manuals

When the equipment is received in the KCN office, the project technician will build and configure the hardware to meet the requests of the facility. Final configuration and setup of account management, officer management, inmate banking module, commissary module, reports, etc. Final configuration, setup, and testing of all integrated systems (booking, fund, sale integrations) in the KCN Corp. office prior to onsite implementation. Prepare for onsite end user training (manuals, tip sheets, user scheduling, training computers, training classroom) Project technician on site visit for hardware installation, end user training, and implementation of Keefe software applications.

### **Repairs and ongoing maintenance**

Vendor warrants that all repairs will be made at its expense. Offerers shall make all reasonable efforts to ensure that all equipment associated with commissary services are operational and repaired as quickly as possible.

Once the onsite visit has been completed, the project technician will follow up with the customer to ensure satisfaction and open items have been resolved – all detailed information is then documented in CRM. Current account – complex upgrade of hardware and/or software – for example, a new feature which involves changes to business processes, server and/or workstation operating system or database level, network topology, etc.

- Review of new features / equipment required for upgrade
- Receipt of signed authorization to proceed with equipment / software changes
- Testing of new features / hardware required for upgrade
- Development of transition plan
- Preparation for additional on-site training if required for the upgrade

### **Commissary & Delivery Support**

Commissary and delivery support will be handled by our regional staff, located a mere 40 miles away from the Jefferson County Jail, in Bridgeton Missouri.

The Account Manager for your account, Joe Bauer, and\or our Sales Assistant, David "DJ" Conwell will be your main point of contact for any commissary and delivery issues.

Joe can be reached at 314.264.2967 and DJ can be reached at 314.264.2902.

### **Experience of Regional Staff**

#### ***Management Staff***

| Name          | Title                       | Years w/Keefe |
|---------------|-----------------------------|---------------|
| Steve Busch   | Group Vice President        | 35            |
| Melissa Gibbs | Regional Business Manager   | 31            |
| Ken Wright    | Vice President of Sales     | 22            |
| Tim Werre     | Receiving Manager           | 30            |
| John Freeman  | KCN Asst. Warehouse Manager | 15            |
| Tracy Aiello  | Operations Manager          | 18            |
| Steve Kruse   | Regional Manager, KCN       | 23            |

**Exhibit B**

Noncommissioned Items

Stamped envelopes

Postage stamps

Indigent Kits

Admission Kits

On-site, special commissary item sales sold by Jefferson County Jail

**Keefe Response:** The items listed above, along with phone time\card sales, are all the items that we consider non-commissionable.

## How Commissions Are Determined

The commissions will be based on the weekly, adjusted gross commissary sales. Adjusted gross sales are gross sales less postage sales or other noncommissioned sales.

**Monthly Sales  
Less Postage/Non Commissionable  
= Adjusted Gross Sales**

**x 42% Commission \*\***

\*Postage sales and stamped envelopes are noncommissioned.

\*\* 15% is the minimum commission requested.

**See Below      Commission offer by bidder (Percentage)**

### ***Commission Rate / Service Fee***

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#### **Pricing 'Option A'**

Commission: **42%**

*Estimated annual return to the county: **\$58,867** (based on the current rate of non-commissionable sales, @ 5.5%)*

#### **Pricing 'Option B'**

Commission: **44%**

*Estimated annual return to the county: **\$61,670** (based on the current rate of non-commissionable sales, @ 5.5%)*



In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this 11 day of June 2018:

Kate Commissary Network, LLC  
Company Name

Steve M. Park  
Signature  
Steve M. Park  
Print

County of Jefferson, State of Missouri

Kenneth B. Waller  
Kenneth B. Waller County Executive

Company Address: \_\_\_\_\_

13870 Corporate Woods Trail

Bridgeton, MO 63044

Phone: 314 - 264 - 2900

I hereby certify under section 50.660 RSMo., there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

Kathy L. Appel  
County Auditor

APPROVED AS TO FORM

James L. Conner  
County Counselor  
Jefferson County Counselor

## COOPERATIVE BID FORM

Bid Name: Jail Commissary 2018

**INSTRUCTIONS:** Bidders MUST fill out this form as part of the bidding process and attach to your bid response to Jefferson County, Missouri.

### COOPERATIVE PROCUREMENT CONTRACT

This is a cooperating supply contract in accordance with Chapter 130, Section 130.020. K.3., of the Procurement Policy and Procedures, Jefferson County Code of Ordinances.

**Will you extend bid prices, cash terms, and all other terms and conditions of any contract resulting from this bid with Jefferson County, Missouri, to any Jefferson County, Missouri, Municipality, government agency, district, sub-district or other tax-supported entity?**

Yes X No \_\_\_\_\_

Although agreeing to the extension of the terms of this contract to municipalities or other tax-supported entities, *is not a prerequisite for award*, Jefferson County, Missouri, may take this factor into consideration if tie bids are received, in addition to the normal Terms and Conditions of the Invitation for Bid, enclosed herewith as a part of this bid.

**Bidders are encouraged to extend contract prices to Municipalities and any other tax-supported entities.**

If agreeable to the above, state the minimum dollar value *per order* you will require from a Municipality or any other tax-supported entity **(this shall not apply to Jefferson County, Missouri Government, Departments or Divisions):**

**MINIMUM DOLLAR VALUE PER ORDER: \$500**

BY: Joe Bauer

TITLE: Account Manager

COMPANY: Krebs Commissary Network, LLC

### **CONTACT INFORMATION FOR COOPERATIVE AGREEMENT**

Phone 314-264-2967 E-mail jbauer@krebsgroup.com

**THIS FORM WILL BECOME PART OF THE BID DOCUMENT PACKAGE SUBMITTED TO JEFFERSON COUNTY, MISSOURI**

**Keefe Commissary Network, L.L.C.  
Inmate Package Program Agreement**

- 1. Parties.** This Inmate Package Program Agreement ("Agreement") is by and between Keefe Commissary Network, L.L.C. d/b/a Access Securepak, a Missouri limited liability company, (hereinafter referred to as "Company") and Jefferson County, Missouri (hereinafter referred to as "Customer") effective as of August \_\_, 2018 ("Effective Date").
- 2. Services.** **Company** shall provide packages to inmates held by **Customer** consisting of food, hygiene, clothing, shoes and electronic items only.  
  
**Company** shall also accept orders from family and friends of inmates held by **Customer**. All inmate packages will be shipped on a weekly basis. Additional services, together with the pricing for such services, and any other relevant terms and conditions may be added to this Agreement through an addendum agreed to by both parties.
- 3. Commission.** **Company** shall pay a set commission to **Customer**, which will constitute the total compensation owed to **Customer** under this Agreement. The commission will be 44% of total net sales to **Customer** inmates and to the inmates' family and friends. For purposes of the commission calculation, "total net sales" is defined as the total amount paid by **Customer** inmates and the inmates' family and friends for products purchased from **Company** [which monies are actually received by **Company**, i.e. refunds and returns excluded], less any amounts paid for shipping, taxes, or other similar fees. **Company** shall pay the commission to **Customer** on a quarterly basis, with each commission payment due by the 15<sup>th</sup> day of the month following the end of the quarter.
- 4. Menu.** **Customer** shall approve all menus prior to menus being made available to inmates or friends and families of inmates for ordering purposes. **Company** shall work with **Customer** staff to determine appropriate menu items.
- 5. Promotion.** **Company** agrees to provide posters advertising the Securepak program and to offer online ordering via a website, a toll-free customer service telephone number and a help desk.
- 6. Confidentiality.** **Company** agrees to keep all information about inmates confidential and to make no disclosure thereof to any third party, except as may be required by law. In the event **Company** is required by law to disclose inmate information, **Company** agrees to use reasonable efforts to provide **Customer** with notice of any such disclosure to the extent practicable and permitted by applicable law, and to provide notice of any such disclosure to **Customer** within a commercially reasonable period of time following any such disclosure.

**7. Term.** This Agreement commences on the Effective Date and runs concurrently with the term of the Commissary Services Agreement dated \_\_\_\_\_ entered into by the parties. All orders placed prior to the expiration or earlier termination of this Agreement shall be delivered as if the Agreement was effective.

**8. Termination.** Either party may terminate this Agreement if the other party continues its failure to perform, or fails to cure or correct any nonperformance of, any of its obligations under this Agreement, for thirty (30) days after written notice of that failure (which describes the failure with reasonable specificity) is given by the party entitled to performance.

**9. INTENTIONALLY OMITTED.**

**10. INTENTIONALLY OMITTED.**

**11. Notices.** Any notice, consent, or other communication to be given under this Agreement to **Company**, shall be in writing and considered delivered and the service thereof completed when said notice is posted, by certified or regular mail, to **Company**, at the addresses stated below:

If to Company: Keefe Commissary Network, L.L.C.

Attn: Executive Vice President and General Manager  
10880 Lin Page Place  
St. Louis, MO 63132

**12. Venue and Governing Law.** The Agreement shall be governed and interpreted according to the laws of the State of Missouri. Venue for any court action shall be in Jefferson County, Missouri, the 23<sup>rd</sup> Judicial Circuit.

**13. Force Majeure.** Neither party shall be liable for any failure to fulfill its obligations hereunder due to causes beyond its control, including acts or omissions of government or military authority, acts of God (including earthquakes and floods), shortages of materials, explosions, telecommunications failures (including any systemic Internet failures and any interruption in services of any of **Company** services providers), transportation delays, fires, labor disturbances, riots or wars; provided, that if either party shall be unable substantially to fulfill its obligations under this Agreement for a period of greater than thirty (30) days, the other party shall be permitted to terminate this Agreement upon ten (10) days' notice.

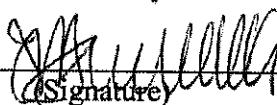
**14. Provisions of this Agreement.** In the event that any one or more of the provisions contained in this Agreement is held invalid or unenforceable in any respect, the parties shall negotiate in good faith with a view toward substituting thereof a suitable and equitable solution in order to carry out the intent and purpose of such invalid provision; provided, however, that the validity and enforceability of any such provision in every other respect and of the remaining provisions contained

herein shall not be in any way impaired thereby, it being intended that all of the rights and privileges of the parties hereto shall be enforceable to the fullest extent permitted by law.

15. **Entire Agreement.** This Agreement together with Request for Proposal #18-0040 issued May 15, 2018 supersede all prior agreements and understandings, oral or written, with respect to the subject matter of this Agreement. This Agreement shall be binding upon and inure to the benefit of **Company** and **Customer**. No third party, including any inmate or inmate's friends or family, shall be entitled to the benefits of or to enforce the obligations under this Agreement.
16. **Indemnification.** **Company** and **Customer** shall indemnify each other against any loss, damage, injury, or death caused by the negligent acts or omissions by their agents or employees for losses, damages, injuries or death caused by their negligence and arising out of the consumption or use of the products sold or services provided; however, nothing contained herein shall require the Parties to defend or indemnify each other for losses, damages, injuries or death arising out of the negligence of their respective agents or employees.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date first above written.

For Keefe Commissary Network, L.L.C.  
d/b/a Access Securepak:

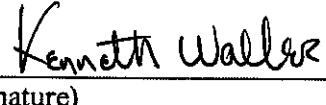
By: 

(Signature)

Name: John Puricelli

Title: Executive Vice President

For Jefferson County, Missouri:

By: 

(Signature)

Name: KENNETH WALLER

Title: COUNTY EXECUTIVE

**KEEFE COMMISSARY NETWORK, LLC**  
**COMMISSARY SERVICES AGREEMENT**

This Agreement ("Agreement") is made by and between KEEFE COMMISSARY NETWORK, LLC ("Keefe"), and Jefferson County, Missouri ("Customer") (collectively, the "Parties").

Keefe is in the business of supplying food and other related commissary items and services to inmate commissary departments of correctional facilities throughout the United States, including the Customer; and,

The Parties wish to enter into a Commissary Services Agreement to facilitate the ordering of commissary items by inmates and the operation of and payment for commissary (collectively, "Commissary Services").

Therefore, in consideration of the mutual promises and conditions herein contained, the Parties agree as follows:

1. **OPERATION OF COMMISSARY BY CUSTOMER.** Customer agrees that during the term of this Agreement, it will, at its own expense: (a) provide personnel to operate the computer equipment, as listed in Exhibit A ("Computer Equipment") and the Keefe proprietary software, as also listed in Exhibit A ("Keefe Software"); (b) manage and reconcile the funds in the Inmate Trust Accounts, and (c) deliver the completed commissary orders to the individual inmates.

1.1 **OPERATION OF COMMISSARY BY KEEFE.** Keefe agrees that, on an as-needed basis, it will download all inmate orders for commissary items. Keefe will bag, box, and ship such commissary items to the Customer for distribution to the inmates and invoice Customer for all such purchases in accordance with Section 3.0. In addition, Keefe will keep the Computer Equipment updated with complete information as to commissary items available, pricing, and other terms and conditions of sale.

2. **HARDWARE/SOFTWARE.** During the term of this Agreement, Keefe shall supply Customer with the Computer Equipment and Keefe Software as listed in **Exhibit A**. Customer agrees to return all Computer Equipment and Keefe Software to Keefe in workable order upon contract termination. Keefe hereby grants to Customer a non-exclusive, royalty-free license to use the Keefe Software during the term of this Agreement. All software supplied by Keefe is proprietary and shall at all times remain the property of Keefe with title and all rights vested in and retained by Keefe. Customer hereby agrees that it will NOT disclose, reproduce, transfer, alter, reverse-engineer, decompile or use the Keefe Software and/or documentation for any purpose, other than those specifically allowed by the terms of this Agreement. All hardware installed by Keefe shall remain the property of Keefe unless otherwise expressly agreed to by the Parties in writing.

3. **PAYMENT.** Keefe will invoice Customer on a monthly basis, or as otherwise agreed to, for all commissary items purchased. Customer shall pay such invoices in accordance with Keefe's standard credit terms (NET 30 DAYS).

4. **COMMISSION.** Customer will be paid a commission for the services to be provided under this Agreement equal to 44% of Adjusted Gross Sales of commissary items. "Adjusted Gross Sales" is defined as gross sales minus the sales of noncommissioned items as listed in **Exhibit B** of this Agreement. In the event that the inmate's trust account funds available to purchase commissary products are inhibited in any way by a change in policy or law, the commission paid to Customer shall be reduced accordingly by Keefe after negotiation with Customer.

5. **MENU.** Commissary item selection and pricing will be agreed upon by Customer and Keefe. Commissary item menu selection and price adjustments shall be reviewed as needed, but no less than annually, by Keefe. All changes must be approved by Customer.

6. **DEPOSIT SERVICES.** This Agreement includes Keefe's Access Corrections® Secure Deposit Services, the terms of which are memorialized in Exhibit C, entitled "Deposit Services", attached hereto and incorporated herein. Keefe will facilitate payments to Inmate Trust Accounts via website, toll-free phone number, walk-in provider(s) and/or kiosk(s) placed in mutually agreeable site(s) within Customer's facility. Customer will provide electrical power to operate the kiosk(s) and network connectivity at Customer's own expense. Keefe will guarantee all transactions and will send, via ACH, monies to the Customer designated bank account in accordance with the terms and conditions provided for in Exhibit C. Except as provided for herein, no fees for this service will be borne by Customer.

7. **PACKAGE PROGRAM.** This Agreement shall also include Keefe's Access Securepak® Inmate Package Program Service, which is memorialized through a separate Inmate Package Program Agreement that is incorporated by reference herein. Keefe shall process and deliver orders placed through its Access Securepak website on the terms and conditions of the Inmate Package Program Agreement. Customer will be paid a commission for this service as defined in the Inmate Package Program Agreement.

8. **TERM & TERMINATION.** This Agreement shall become effective as of the \_\_\_\_\_ day of August 2018, and shall continue in effect for a period of two (2) years (the "Base Term"). The Customer has the option to renew the Agreement for one additional one (1) year term with the written consent of Keefe. The Parties rights with respect to termination and cure are set forth in Request for Proposal #18-0040 ("RFP") issued on May 15, 2018 which is hereby incorporated by reference as if the terms were set forth herein.

9. **EXCUSED PERFORMANCE.** In case performance of any term or provision herein (other than payment of money) shall be delayed or prevented because of compliance with any law, decree or order of any governmental agency or authority, either local, state, federal, or because of riots, war, public disturbances, strikes, lockouts, differences with workmen, fires, floods, Acts of God, or any other reason whatsoever that is not within the control of the party whose performance is interfered with and which, by the exercise of reasonable diligence said party

is unable to prevent, the party so suffering may at its option suspend, without liability, the performance of its obligations hereunder during the period such cause continues, and extend the term of this Agreement for the period of such suspension of the performance of duties thereunder.

10. **CUSTOMER'S RESPONSIBILITIES.** Customer shall promptly notify Keefe of any changes in Customer's hardware systems, software or operating procedures that interact in any fashion with Keefe's supplied hardware, software or its operating procedures.

11. **GOVERNING LAW.** Both parties to this Agreement irrevocably: (i) consent and submit exclusively to the jurisdiction of the courts of the State of Missouri, Jefferson County, or if it has or can acquire jurisdiction, the United States District Court for the Eastern District of Missouri, (ii) and agree that this Agreement shall be governed by, interpreted and construed in accordance with, the laws of the State of Missouri, without regard to any conflicts of law.

12. **ENTIRE AGREEMENT-WAIVER.** This Agreement together with the RFP and their exhibits constitute the entire Agreement between the Parties with respect to the provision of Commissary (and Deposit, where applicable) Services, and there are no other or further written or oral understandings or agreements with respect thereto. No variation or modification of the Agreement and no waiver of any provision shall be valid unless in writing and signed by the duly authorized Officers of both Keefe and Customer. This Agreement together with the RFP supersede all other agreements, negotiations, conversations and representations between the Parties for the provision of Commissary (and Deposit, where applicable) Services.

13. **ASSIGNMENT.** Except in the case of a merger, reorganization, change in control, or sale of all or substantially all assets or equity, neither Party shall have the right to assign or otherwise transfer its rights and obligations under this Agreement except with the prior written consent of the other Party, which shall not be unreasonably withheld or delayed.

14. **INDEMNIFICATION.** Keefe and Customer shall indemnify each other against any loss, damage, injury, or death caused by the negligent acts or omissions by their agents or employees for losses, damages, injuries or death caused by their negligence and arising out of the consumption or use of the products sold or services provided; however, nothing contained herein shall require the Parties to defend or indemnify each other for losses, damages, injuries or death arising out of the negligence of their respective agents or employees.

15. **INTENTIONALLY OMITTED.**

16. **RELATIONSHIP OF THE PARTIES.** Each Party is an independent contractor and is not an employee, employer, agent, partner, joint venture or joint employer of or with the other Party. Nothing in this Agreement shall be construed to give either Party: (a) the power to direct or control the day-to-day activities of the other, (b) the power to create or assume any obligation on behalf of the other, or (c) the power to bind the other in any manner whatsoever.

17. **CONSENT.** Where the consent of either party is required, it shall not be unreasonably withheld or delayed.

18. **CONFIDENTIALITY.** "Confidential Information" includes any non-public, confidential or proprietary information furnished by a Party (the "Disclosing Party") to the other Party (the "Receiving Party") including, but not limited to, information relating to the Disclosing Party's business, product designs, product plans, data, software and technology, financial information, marketing plans, business opportunities, pricing information, discounts, inventions and know-how. Confidential Information does not include any information that (i) is or becomes generally available to the public other than as a result of a disclosure by the Receiving Party in violation of this Agreement, (ii) was in the Receiving Party's possession prior to the disclosure of the Confidential Information pursuant to this Agreement without an obligation of confidentiality, (iii) becomes available to the Receiving Party on a non-confidential basis from a third party, provided that the Receiving Party did not know, or have reason to believe, after reasonable investigation, that such source was subject to an obligation not to disclose such information, and/or (iv) is required to be disclosed by any applicable law or regulation or by order of any governing body or court of competent jurisdiction; provided, however, the Receiving Party must promptly notify the Disclosing Party of the demand for such disclosure so that the Disclosing Party may, in its sole discretion, seek a protective order or take such other appropriate steps to resist or narrow the scope of the disclosure sought by such request. If a protective order or other remedy is not obtained, the Receiving Party may make such disclosure without liability under this Agreement, provided that the Receiving Party furnish only that portion of the Confidential Information which is legally required to be disclosed.

19. **EXCLUSIVITY.** Customer hereby agrees that KCN has the exclusive right to provide the Commissary Services for Customer.

20. **NOTICES.** All notices to be given by Keefe under this Agreement shall be in writing and served either personally, by deposit with an overnight courier with charges prepaid, or by deposit in the US mail, first-class postage prepaid by registered or certified mail, addressed to the parties at the addresses stated on the signature page, or at any other address as designated by one party upon notice to the other party. All such notices shall be deemed to have been given (a) upon the first business day following personal delivery, (b) one business day after deposit with an overnight courier, or (c) three business days after deposit in the US mail.

21. **EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION.** The Parties warrant and represent that they shall comply with all federal, state and local laws as required, including but not limited to, Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Act of 1974, as amended. The Parties hereby incorporate the requirements of 41 C.F.R. 60-1.4(a)(7), 60-250.5 and 60-741.5, if applicable.

22. **MISCELLANEOUS.** This Agreement may be executed in two or more counterparts, and each such counterpart and any copies thereof shall be deemed an original. The headings in this Agreement are intended solely for convenience and shall not affect the rights of the Parties under the Agreement. In the event any provision(s) of this Agreement is in conflict with any law, statutory provision or otherwise, such term(s) shall be deemed stricken from this Agreement, but any such invalidity or unenforceability shall not invalidate any of the other terms of this Agreement, and the Agreement shall continue in full force and effect. This Agreement will

apply to, be binding on, and inure to the benefit of the successors and permitted assigns of the Parties.

23. **AUTHORITY.** The undersigned representative of each Party warrants that he/she has the full authority to execute this Agreement and bind the Party on whose behalf he/she is executing the Agreement.

IN WITNESS WHEREOF, the Parties have executed this Commissary Services Agreement as of the year and date written below.

Jefferson County, Missouri

By: *Kenneth Waller*  
Name: *KENNETH WALLER*  
Title: *County Executive*  
Date: *8-16-2018*  
Address for Notice:  
*729 MAPLE STREET*  
*HELLSBORO, MO 63050*

Keefe Commissary Network, LLC

By: *John Puricelli*  
Name: *John Puricelli*  
Title: *Executive Vice President*  
Date: *8/13/18*  
Address for Notice:  
*10880 Lin Page Place, St. Louis, MO 63132*

With a copy to:  
General Counsel, TKC Holdings, Inc.  
1260 Andes Blvd., St. Louis MO 63132

**Exhibit A**  
**Hardware / Software Featured**

| Type   | Description | Qty |
|--|-------------|-----|
| OLB - Online Banking System  |             | 1   |
| CAN - Symbol Hand Wand Scanner - USB - For Debit Release Service             |             | 1   |
| KIO - Intake Kiosk - Avalanche 180 Bulk Bill/Coin Acceptor                   |             | 1   |
| KIO - Lobby Kiosk - includes driver's license/card reader & web power switch |             | 1   |
| NET - For Cable/DSL, T1 - Checkpoint 1430 Firewall                           |             | 1   |
| KIO - Edge Housing Kiosk - includes Win 8.1 licensing                        |             | 14  |
| NET - Ultra Power Injector Kit for POE Kiosks                                |             | 14  |

**The DELL computer hardware is provided, maintained, and warranted at no additional cost for the life of the commissary agreement.**

**Exhibit B**  
**Noncommissioned Items**

Stamped envelopes

Postage stamps

Indigent Kits

Admission Kits

On-site, special commissary item sales sold by Customer

Phone Cards/Time Sales

Refunded Items

**Exhibit C**  
**Deposit Services**

- 1. Services.** Keefe will provide cash handling services and payment processing services for payments made through kiosks, online websites and/or mobile sites, call centers or applications operated by Keefe or such other methods ("Transactions") for crediting account balances held by Customer on behalf of the recipients of funds (the "Services"). Keefe provides the Services in its capacity as a licensed money services business. Keefe represents and warrants to Customer that Keefe is duly licensed to provide the Services and will do so in compliance with applicable laws and regulations.
- 2. Authorization.** Customer authorizes Keefe to act on its behalf in handling cash and to submit Transactions initiated by individuals through the Services to the credit card networks or otherwise for authorization, processing and settlement to Customer for the benefit of designated recipients.
- 3. Responsibilities of Keefe.**
  - a. Keefe will receive payments from the public, directed to recipients by way of the Services.
  - b. Keefe will transfer payment files to Customer on a daily basis. Keefe will deliver payments to Customer by the second business day following (but not including) the day of the transaction by means of an electronic funds transfer ("EFT") to Customer's designated bank account; provided, however, Keefe, in its sole discretion, reserves the right to delay its acceptance of any transaction that Keefe determines to be suspicious and warrants further investigation. Customer acknowledges and agrees that Keefe may reject, terminate or cancel any proposed transaction should Keefe determine the transaction is being made for an improper or illegal purpose.
  - c. Keefe will provide Customer with daily payment information by way of the Keefe Customer interface.
  - d. Keefe will be responsible for responding to and resolving inquiries and complaints from senders of funds arising out of Keefe's failure to timely transmit any payment to Customer.
  - e. Keefe will provide sufficient promotional material to be posted by Customer.
  - f. Keefe, upon receipt of written notice from Customer, shall place limitations on transactions. The limitations will be implemented by Keefe as soon as is reasonably practicable.
  - g. Keefe may contract with a third-party service provider to remove cash from kiosks, to replace receipt paper and to assume responsibility for the funds until deposited into the designated bank account.
- 4. Responsibilities of Customer.**
  - a. Customer will provide Keefe with the required bank account information for transmission of an EFT. Customer agrees to notify Keefe, in writing, giving fourteen (14) days' notice, of any changes to the bank account information.
  - b. Customer will, upon receipt of written documentation of overpayment, promptly, but in no event more than thirty (30) business days, refund any overpayment made by Keefe, for any reason. This is to include, but not be limited to, duplicate payments, payments refunded to

customers by Keefe and any incorrect payments. At Keefe's sole option and in lieu of the foregoing, Keefe may offset any such overpayments from future payment amounts transmitted by Keefe to Customer and notify Customer of any such offset.

- c. Upon implementation of the Services, Customer agrees that it will not accept payments designated for recipient accounts. Customer will close any window or other collection method currently used to accept payments within sixty (60) days of kiosk implementation.
- d. Customer will promptly report receipt of each payment to the designated account or recipient in accordance with the Customer's policy.
- e. Customer agrees that it shall, to the full extent allowed by law, assume all liability, responsibility and risk of loss associated with its breach of any of the terms or conditions within this Exhibit C and/or its negligence in the performance of its duties hereunder.
- f. Keefe will provide all labor necessary for and will guarantee the workmanship of the installation of a lobby kiosk including, but not limited to, material handling within the facility and all costs associated with the networking, internet connectivity and electrical enhancements required to install a kiosk at the Customer's location.
- g. Customer agrees that Keefe may determine, in its sole discretion, to suspend, terminate or place restrictions on one or more individual's ability to use the Services.

5. **Rates.** The Services shall be provided at no cost to Customer. Keefe shall charge persons initiating a Transaction a service fee in accordance with its rate schedule which the Customer acknowledges may be amended by Keefe in its sole discretion from time to time.

6. **Exclusivity.** Keefe has the exclusive right to provide the Services for the Customer and the exclusive right to collect and receive money handling fees associated with the Services which fees will belong to Keefe.

7. **Refunds/Chargebacks.**

- a. The Parties acknowledge that once Keefe accepts a transaction submitted to the applicable payment network or otherwise for processing, Keefe cannot cancel or change the transaction. Except to the extent required by applicable law, payments processed by Keefe are non-refundable to the individual by Keefe. Individuals may have additional refund or chargeback rights under their cardholder agreement with the card issuer or applicable law.
- b. In the case of chargebacks or returned funds, Keefe will be responsible for pursuing the chargeback through the card association's dispute resolution processes, if appropriate in Keefe's sole discretion. Upon written request from Keefe, Customer agrees to provide requested information needed to pursue the chargeback.
- c. If an individual requests a refund, Keefe will not be responsible for making those funds available if they have been already settled to a designated account by Keefe or are beyond Keefe's control.