



Request for Proposals No. 2021-039 Inmate Commissary & Trust Fund Management Service

Due Date: April 12, 2021
Time: 10:00 AM EST
Receipt Location: Union County Government Center
Procurement Department
500 N. Main Street, Suite 709
Monroe, NC 28112

Procurement Contact:

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1 NOTICE OF ADVERTISEMENT

**Union County, North Carolina
Request for Proposals No. 2021-039
Inmate Commissary & Trust Fund Management Service**

Electronic proposals will be received by the Union County's Procurement Department at the Union County Government Center, 500 North Main Street, Monroe, NC 28112 until **10:00 AM EST on April 12, 2021**. Late submittals will not be accepted.

A **non-mandatory** pre-proposal conference and site visit will be held on **March 24, 2021 at 10:00 AM EST** at the Union County Jail, located at 3344 Presson road, NC 28112. Representatives from the Union County Sheriff's Office will be on-hand to answer questions. Vendors interested in attending should email Vicky Watts, vicky.watts@unioncountync.gov for an appointment by **3:00 PM on March 23, 2021**. There is a limit of 2 representatives per company. Social distancing rules and masks are required.

Union County, through the Sheriff's Office, is soliciting proposals from experienced and qualified Firms to provide Inmate Commissary & Trust Fund Management Service.

Copies of the solicitation may be obtained from the locations listed below:

1. Download the Proposal Documents from the Union County website:
<https://www.unioncountync.gov/departments/bids-procurement/current-bids>
2. Download the Solicitation Documents from the State of North Carolina IPS website:
www.ips.state.nc.us (Bid by Departments, search County of Union).

Union County reserves the right to reject any or all proposals, to waive technicalities and to make such selection deemed in its best interest.

Union County reserves the right to award to multiple vendors.

Offerors are required to comply with the non-collusion requirements set forth in the Solicitation Documents.

Union County encourages good faith effort outreach to Minority Businesses (HUB Certified) and Small Businesses.

2 Submittal Details

2.1 PROPOSAL SUBMISSION DEADLINE AND DELIVERY ADDRESS

All Proposal Submittals are to be received by the Union County Procurement Department no later than **10:00 AM EST on April 12, 2021** per the instructions below. Any submittals received after this date and time shall be rejected without exception.

2.2 PROPOSAL SUBMISSION REQUIREMENTS

The proposal must be submitted electronically using the following link: <https://lfportal.unioncountync.gov/Forms/procurementsubmit>. Select the Solicitation drop down arrow and choose this RFP from the list. Complete the form, upload your proposal, and select submit. An email will be sent to the address listed on the form as your confirmation of receipt.

The proposal package **must be signed** by a person who is authorized to bind the proposing Company. Instructions for preparing the proposal are provided herein.

Paper submissions will not be accepted.

There is no expressed or implied obligation for Union County to reimburse Offerors for any expenses incurred in preparing proposals in response to this request.

Union County reserves the right to:

- Reject any or all proposals, to waive technicalities and to make such selection deemed in its best interest;
- Cancel this solicitation; and
- Award to multiple vendors.

2.3 NON-MANDATORY PRE-PROPOSAL CONFERENCE & SITE VISIT

A **non-mandatory** pre-proposal conference and site visit will be held on **March 24, 2021 at 10:00 AM EST** at the Union County Jail, located at 3344 Presson road, NC 28112. Representatives from the Union County Sheriff's Office will be on-hand to answer questions. Vendors interested in attending should email Vicky Watts, vicky.watts@unioncountync.gov for an appointment by **3:00 PM on March 23, 2021**. There is a limit of 2 representatives per company.

2.4 PROPOSAL QUESTIONS

Proposal questions will be due on or before **April 1, 2021 at 10:00 AM EST**. The primary purpose is to provide participating Offerors with the opportunity to ask questions, in writing, related to the RFP.

Submit questions in a Word document or in the body of an e-mail to Vicky Watts at vicky.watts@unioncountync.gov by the deadline shown above. Questions in graphs or Excel spreadsheet will be not be accepted. The subject line of the email should identify the **proposal number and project title**. All questions and answers may be posted as addenda on www.unioncountync.gov and www.ips.state.nc.us.



2.5 PROPOSAL ADDENDUM

Union County may modify the RFP prior to the date fixed for submission of proposals by the issuance of an addendum.

Should an Offeror find discrepancies or omissions in this RFP or any other documents provided by Union County, the Offeror should immediately notify the County of such potential discrepancy in writing via email as noted above.

Any addenda to these documents shall be issued in writing. No oral statements, explanations, or commitments by anyone shall be of effect unless incorporated in the written addenda. Receipt of Addenda shall be acknowledged by the Offeror on Appendix B - Addendum and Anti-Collusion form.

2.6 COMMUNICATION

All communications, any modifications, clarifications, amendments, questions, responses or any other matters related to this Request for Proposals must be made only through the Procurement Contact noted on the cover of this RFP. A violation of this provision is cause for the County to reject a Company's proposal. No contact regarding this document with other County employees is permitted and may be grounds for disqualification.

3 PURPOSE

3.1 INTRODUCTION

Union County, through the Sheriff's Office, is soliciting proposals from experienced and qualified Firms to provide Inmate Commissary & Trust Fund Management Service.


3.1 COUNTY

The County (estimated population 239,859) is located in the central, southern piedmont. The County provides its citizens with a full array of services that include public safety, water/wastewater utilities and sanitation, human services, cultural and recreational activities, and general government administration.

4 OVERVIEW

Union County is soliciting proposals from experienced and qualified firms for a fully operational, flexible, secure and reliable inmate commissary system and inmate trust ~~account~~ banking services at the Union County Jail, located at 3344 Presson road, NC 28112. Firms who submit a response to this RFP shall be responsible to submit technical and service solutions based on their programs that meet or exceed the goals and objectives herein.

Submissions will be accepted from qualified interested vendors to provide all labor, personnel, equipment, software, installation, training, system implementation, technical support and maintenance, banking and commissary services to the Union County Sheriff's Office Jail. All costs associated with equipment, installation, materials and/or services shall be the responsibility of the



Providing Vendor and shall not be passed to Union County or the Sheriff's Office. Union County will receive a return of profit for commissary sales.


The Union County Jail houses, on average, 220-264 inmates and provides secure custodial services for pretrial and a minority of sentenced inmates. The Facility has 4 blocks, 3 dorms, 16 medical/holding cells and 8 temporary cells. The blocks house up to 192 individuals. The dorms house between 12 and 22 individuals, for a total of 48 beds.


All equipment and kiosks, installation, electrical wiring, cabling, upkeep of equipment, internet connections, and all other materials and services to provide a complete product as described in this solicitation, will be at the expense of the providing Vendor, not Union County. All installations shall be in compliance with current building codes, DHSR regulations, and all other governing regulations. Providing Vendor shall pull all required permits for installation.

5 SPECIFICATIONS AND REQUIREMENTS

5.1 COMMISSARY SERVICES

1. The Vendor shall furnish all goods, supplies, labor, supervision, transport materials and transportation to provide commissary and trust account banking services for the inmate commissary.
2. The Vendor shall maintain at its own off-site facility a large variety of products to be provided and sold through the commissary to meet the needs of the inmate population. Purchase and payment for its inventory and stock shall be the Vendor's sole responsibility. All products offered for sale to the inmates must be approved by the Jail Administrator or designee of the Union County Sheriff's Office. Union County reserves the right to determine the final retail selling prices of commissary items.
3. Products offered should include brand name items, where applicable. No items packed in metal or glass containers will be sold and clear products are to be used as much as possible.
4. The Vendor shall maintain sufficient stock levels in order to limit shortages. The Vendor shall not substitute and shall have an order fill rate of greater than 98%. The population of the Detention Facility is not static and changes very rapidly. The Detention Facility requires a greater than 98% completed order percentage to reduce the number of credits and accounting problems, and for inmates that have been released during order processing. Back orders will not be allowed.
5. Product pricing should not exceed local retail pricing for comparable items. Any pricing increases on any item must be approved in advance by the Jail Administrator or designee of the Union County Sheriff's Office; requests for such pricing increases must accompany documentation of reason for the pricing request.


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6. Inmates shall be allowed to order from the commissary once per week. Items purchased shall be processed, delivered to the facility and delivered directly to the inmate twice per week by the Vendor. Union County Jail Staff will be used to pass items out.
 7. The Vendor will provide for inmate intake a package containing the following:
 - a. Pencil 3"
 - b. Individual Deodorant .5 oz.
 - c. Comb 4.5"
 - d. Toothpaste Freshmint 24 grams
 - e. Toothbrush
 - f. Shampoo 2 fl. oz.
 - g. Soap 1 oz.
 8. The Vendor will provide special packages for inmates that are indigent or on Writ to the Detention Facility. The packages should contain the following:
 - a. Hygiene Kit
 - i. Shampoo 2 fl. oz.
 - ii. Deodorant 1.5 fl. oz.
 - iii. 3 oz. Soap
 - iv. Comb 4.5"
 - v. Toothpaste Freshmint 24 grams
 - vi. Toothbrush
 - b. Writing Kit
 - i. Paper 5 Sheets – 8.5" x 11"
 - ii. 3 Stamped Business Envelopes
 - iii. Pencil 3"
 9. All orders shall be placed in plastic bags, which will then be heat sealed. All orders shall contain a two-part receipt; receipts shall have a designated area for inmate signature and shall contain starting balance, itemized list of goods sold with price for each, ending balance, receipt number, and an explanation of any items not sent with the order.
 10. Vendor shall provide:
 - a. The sale of IC Solutions phone cards (or current phone provider for Union County Jail); and
 - b. The sale of haircuts to inmates provided by a local barber.
 11. The Vendor shall provide refunds for commissary products not delivered within a timely manner.
 12. The Vendor is responsible for all sales, use, excise, business and/or income taxes applicable to the commissary operations.

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13. The Vendor shall on a monthly basis submit a report of weekly sales for the previous month. A check will be issued monthly by the Detention Facility from the inmate account for goods received upon receipt and verification of the statement.
 14. Gross sales receipts shall be explained to be all monies received from the sales of merchandise, products, or services, less any refunds, allowances, or adjustments for returns, defective or unsatisfactory merchandise, products, or services. These items must be detailed on a report to accompany the weekly sales invoice. This weekly report will include that week's completed order percentage (fill rate).
 15. After an initial startup (3 month) period, failure to maintain a greater than 98% completed order percentage on an average basis may, at the Detention Facility's option, be cause for cancellation.
 16. Vendor shall ensure all employees are screened and approved by Union County Sheriff's Office prior to entering the facility for deliveries of products and are aware of guidelines and policies of the facility.
 17. Vendor shall delivered orders are sorted and grouped by location (cell block).
 18. Vendor will submit a suggested menu of products with suggested retail prices that include the costs of all services and the percentage of profit to the Detention Facility to be realized by the sale of said items based on the suggested retail prices.
 19. Please refer to Appendix D for current sample menu.

5.2 COMMISSION STRUCTURE

In exchange for the right to provide commissary services to inmates of the Detention Facility, Vendor shall be responsible for all costs associated therewith.

1. The costs related to the Commissary operation and the Inmate Trust Fund Accounting System are the responsibility of the vendor and are to be covered in the selling prices of the commissary products to the inmates. Additionally, the Commissary operation shall provide a return of profit to the Detention Facility.
2. Commissions must be paid monthly to the Detention Facility via check.
3. The Vendor may submit any other pertinent information that will assist the Detention Facility in evaluating the potential revenue and benefits for their proposal. This may include additional features or capabilities available by virtue of the commissary and/or Inmate Trust Fund Accounting Software. All costs should be detailed for each additional feature.

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4. Total sales and commissions for the years 2018, 2019 and 2020 are located in Appendix E.


5.3 INMATE TRUST FUND ACCOUNTING SOFTWARE

1. Vendor shall provide the computer and computer related equipment needed for the accounting and commissary operations.
2. Vendor shall provide a general ledger-based inmate trust fund accounting program. Such program shall be in accordance with generally accepted accounting principles.
3. The Inmate Trust Fund Accounting Software shall, at the minimum, perform the following functions:
 - a. General ledger-based with automatic transaction posting.
 - b. General Ledger reporting.
 - c. Date specific historical reporting.
 - d. Posting of debt charges to inmate accounts.
 - e. Maintain outstanding debt files with automatic collection upon deposits to inmates' accounts.
 - f. Reports of collected debt charges by category; reporting of outstanding debt records.
 - g. Checkbook reconciliation module.
 - h. Ability to rerun reconciliation reports at any time.
 - i. Debit Card and check writing release modules.
 - j. Ability to merge duplicate inmate accounts.
 - k. Detailed ledger reporting for inmates' accounts.
 - l. Reports, on demand, of frozen, stale, active and inactive accounts.
 - m. Ability to restrict commissary purchasing for medical conditions and/or for disciplinary reasons.
 - n. Ability to restrict the maximum quantity on specific items.
 - o. Outstanding checks and deposits reporting.
 - p. Ability to reclaim stale checks.
 - q. Receipt generation for deposits and withdrawals.
 - r. Automatic backup of data on a daily basis.
 - s. Ability to create any ad hoc reports that the institution may require.
 - t. Product category limitations.

5.4 REQUIRED SOFTWARE AND KIOSKS

In addition to inmate commissary and software noted above, the kiosk, fixed tablets, other equipment and software shall provide the following:


1. Displaying Inmate Rules, PREA (Prison Rape Elimination Act), Medical Forms (Sick Calls) and sick call requests, information requests, inmate law library, inmate grievance, mail scanning system, email type messaging services that inmate and families can use to message back and forth (all seen and approved by staff prior to inmate receiving).
2. Must interface with the present JMS system of Central Square, present inmate telephone provider of IC Solutions at the expense of the commissary provider.

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3. Must have photo capability to photograph the inmate when the inmate pin (login) is entered into the system on the kiosk or tablet (helps deter and prevent inmates from using other inmates pin numbers)
 4. Must provide a lobby kiosk to deposit funds and an inmate intake kiosk for the booking area to deposit funds, etc.
 5. Provide “coins into cash” feature or a separate kiosk for commissary service.
 6. Vendor shall provide kiosks to four (4) blocks, three (3) dayrooms, and two (2) temporary holding areas with order capability. The kiosks must include a Time Out feature, which will be regulated by the Sheriff’s Office.
 7. Allow for the outside public to deposit funds by internet (providers have a website the public can deposit funds to the inmates account)
 8. Vendor shall provide debit cards to inmates upon release. Vendor shall provide checks to those inmates being transferred to other detention or correction facilities.
 9. Investigative tool requirements - to allow the displaying of who is depositing the funds to the inmates accounts and auditing of all kiosk features, including, but not limited to, electronic mail and grievances.
 10. Vendor must provide ability for expansion of system to include tablets, at any time during the term of the contract.

5.5 SERVICE AND SUPPORT REQUIREMENTS

The Vendor shall be responsible for maintenance and support on a twenty-four (24) hour, seven (7) day per week basis. The Vendor shall respond, in person, to a telephone request for maintenance within four (4) hours after the initial notification.

1. The Vendor must describe, in detail, their company's service and maintenance program including remote access, diagnostics, downloading and trouble-shooting.
2. Vendor shall provide replacement unit, as needed, within a contractually agreed upon period of time.
3. Vendor must be capable of using a secure virtual private network (VPN) to diagnose and troubleshoot systems. All costs for maintenance, support, repair of all software and equipment will be borne by the Vendor, and will not be deducted from any commissions.
4. During the term of any contract awarded as a result of the RFP, the Vendor agrees to provide maintenance to diagnose problems, determine proper solutions and provide:
 - a. The implementation of any required solutions, changes, modifications, updates or other services which are necessary to allow the software,



hardware and any other commissary equipment to perform in accordance with the specification as set forth in the RFP;

- b. Upgrade the software and/or hardware to its required performance standards as required in the RFP;
 - c. Support provided via an 800 number over which we speak with a person;
 - d. The number of support facilities and their locations;
 - e. The number of employees and the percentage.
5. The County shall not be responsible for damage to the Vendor's equipment occurring as a result of an inmate's use or vandalism of the equipment. The County will make reasonable efforts to prevent such acts. The County will make every reasonable effort to hold the offending inmate accountable for damages through appropriate court processes.
6. The Vendor will provide a narrative description of standard operating procedures for normal system administration tasks specific to the Vendor's software. The description should include/identify any specialized technical skills that will be required by County personnel and recommended guidelines for file backup.

5.6 HARDWARE, SOFTWARE AND EQUIPMENT


All software installed as part of this agreement, and all systems attaching to County communication services shall be free of viruses. The Vendor shall provide, document and comply with anti-virus software licenses and company virus scanning procedures to be followed by the Vendor prior to accessing/installing software within the County environment.

Remote access is to be coordinated through the County's Information Technology Department. The Vendor is responsible for maintaining a dial-in service to appropriate systems.

When recommending or performing future software upgrades and/or fixes, the Vendor is responsible for informing County of potential impacts on existing hardware and operating system configurations. Specifically, the Vendor must notify the County in advance that software enhancements will require modifications to workstation configurations. Futures software upgrades and/or fixes shall not adversely impact existing hardware/operating system configurations or operation.

5.7 TURNKEY INSTALLATION REQUIREMENTS

The Vendor will provide and install hardware and software for inmate ordering system at no cost to the County, and provide all documentation for said system within 60 days of contract award and execution. The Vendor shall oversee and assist in the initial set-up of the proposed system, test and verify functionality of system. No hardship should fall upon Union County for maintenance of hardware and software of the system.



The Vendor shall be responsible for all costs associated with the inmate commissary system, including but not limited to, purchase of equipment, housing unit kiosks, installation, service, maintenance, data network, and day-to-day operations. The County shall have no responsibility for any costs associated with the system or the installation of the system, except for working of kiosks and related equipment. This includes any additional equipment associated with any future expansion of housing units while the contract is in effect.

The Vendor is responsible for determining all wiring and software requirements and costs associated with the conversion of service from the current inmate commissary system to the Vendor.

The Vendor will provide training, to include “train the trainer”, at no cost to the County on the proposed system to members of the Union County Sheriff’s Office, Information Technology Department, and Finance Department. The proposal must specify the scope and content of the training to be provided.

The Vendor will provide all wiring for kiosks and related equipment including any future expansion, as it will be part of the infrastructure of the facility.


6 DETAILED SUBMITTAL REQUIREMENTS AND INSTRUCTIONS

6.1 TERMS OF SUBMISSION

All material received from a person or company (“Respondent”) in response to this solicitation shall become the property of Union County and will not be returned to the Respondent. Any and all costs incurred by a Respondent in preparing, submitting, or presenting submissions are the Respondent’s sole responsibility and Union County shall not reimburse the Respondent. All responses to this solicitation will be considered a public record and subject to disclosure under applicable public records law.

Any material in a response which the Respondent considers a trade secret and exempt from disclosure as a public record under applicable law, including N.C.G.S. §§ 132-1.2 and 66-152, must be properly designated as a trade secret. In order to properly designate such material, the Respondent must: (i) submit any trade secret materials in a separate envelope, or file, from all other submitted material, being clearly marked as “Trade Secret – Confidential and Proprietary Information,” and (ii) stamp the same trade secret/confidentiality designation on each page of the materials therein which contain trade secrets.

To the extent consistent with public records law, Union County will make reasonable efforts to maintain the confidential nature of trade secrets, as determined by Union County and subject to the conditions set forth herein. Respondent understands and agrees by submitting a response to this solicitation, that if a request is made to review or produce a copy of any information in the Respondent’s materials which was properly labeled by the Respondent as a trade secret, Union County will notify the Respondent of the request and the date that such materials will be released to the requestor unless the Respondent



obtains a court order enjoining that disclosure. If the Respondent fails to obtain the court order enjoining disclosure prior to that date, Respondent understands and agrees that Union County will release the requested information to the requestor on that date.

Furthermore, the Respondent also agrees to indemnify and hold harmless Union County and each of its officers, employees, and agents from all costs, damages, and expenses incurred in connection with refusing to disclose any material that has been designated as a trade secret by Respondent.

6.2 PROPOSAL FORMAT

The County desires all responses to be identical in format in order to facilitate comparison. While the County's format may represent a departure from the vendor's preference, the County requests adherence to the format. All responses are to be in the format described below.

Offerors should prepare their proposals in accordance with the instructions outlined in this section. Each proposer is required to submit the proposal electronically – Refer to page 4, 2.2. Each section should be identified as described below. Proposals should be prepared as simply as possible and provide a straightforward, concise description of the proposer's capabilities to satisfy the requirements of the RFP.

The successful Offeror's proposal must include all responses to the requirements contained within this RFP and all appendices (if applicable) must be completed in their entirety.

By submitting a proposal, the successful Offeror's Offeror agrees to all applicable provisions, terms and conditions associated with this RFP. This solicitation, the successful bidder's submitted proposal, all appendices and attachments (if applicable), and stated terms and conditions may become part of the resulting contract.

Utmost attention should be given to accuracy, completeness, and clarity of content. All parts, pages, figures, or tables should be numbered and clearly labeled. Response information should be limited to pertinent information only. Marketing and sales type information is not to be included.

Omissions and incomplete answers may be deemed unresponsive. Please initial any corrections.

The proposal should be organized and identified by section as follows:

- **Section A** – Cover Letter
- **Section B** – Company Background and Experience
- **Section C** – Proposed Commissary
- **Section D** – Proposed Hardware and Software
- **Section E** – Proposed Maintenance and Support
- **Section F** – Implementation Plan
- **Section G** – Subcontracting
- **Section H** – References

- **Section I** – Fee Schedule
- **Section J** – Required Signed Forms
 - Appendix A – Proposal Submission (signed)
 - Appendix B – Addenda Receipt and Anti-Collusion (signed)

6.2.1 SECTION A – COVER LETTER

Provide the following information about your company. Respond to each item and provide supporting documentation and/or exhibits as requested or desired.

1. Legal Company Name and DBA (if applicable)
 - Address
 - Telephone Number
 - Website Address

2. Name of Single Point of Contact
 - Title
 - Telephone Number
 - Email Address

3. Name of Person with Binding Authority
 - Title
 - Address
 - Telephone Number
 - Email Address


4. Stipulate that the proposal will be valid for a period of 180 days.

5. Make the following representations and warranty in the cover letter, the falsity of which might result in rejection of its proposal: “The information contained in this proposal or any part thereof, including any exhibits, schedules, and other documents and instruments delivered or to be delivered to the County, is true, accurate, and complete. This proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead the County as to any material facts.”

6.2.2 SECTION B – COMPANY BACKGROUND AND EXPERIENCE

This section provides each vendor with the opportunity of demonstrating how its history, organization, and partnerships differentiate it from other entities. Careful attention should be paid to providing information relevant to Union County needs. Provide a concise profile of the Proposer’s organization to include the following:

- Corporate history, and number of years in business under the current organizational name and structure and services offered.
- Track record of successful implementation and satisfied customers.
- What is the Vendor’s service commitment to customers and measurements used?

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- What is the proposer's total number of installations of the proposed system?
 - Are audited or otherwise verifiable financial statements available upon request?
 - Is the bidder's organization involved in any pending litigation that may affect its ability to provide its proposed solution or ongoing maintenance or support of its products and services?

6.2.3 SECTION C – PROPOSED COMMISSARY SOLUTION

- Provide a detailed description of the solution you are proposing for commissary services as described in this solicitation. Tell why Offeror's solution best meets the needs of Union County.
- Provide description of efforts your firm will undertake to achieve client satisfaction and to satisfy the requirements of the Commissary section of this RFP.
- Provide a commissary menu.

6.2.4 SECTION D – PROPOSED HARDWARE AND SOFTWARE

- Provide detailed proposed system specifications for each of the elements of hardware and software outlined in this solicitation. System information must include, but is not limited to, Make, Model, and specification brochure for all hardware and software.
- Describe your firm's policies, procedures, data encryption, and technical measures to prevent unauthorized access or alteration, fraud, theft, misuse, or physical damage to hardware, software, communications, networks and data.
- Provide all guarantees and warranties that are included in the solution.

6.2.5 SECTION E – PROPOSED MAINTENANCE AND SUPPORT

Vendor shall describe the extent and nature of maintenance and software support services, including web-based and telephone support. Please respond to the following:

- Do you provide 24-Hour support? If not, what are the hours of support?
- Do you have a telephone access number for technical phone support?
- What is the guaranteed response time for telephone support?
- Do you have the ability to provide direct remote support? Please describe.
- Describe the bidder's support escalation procedure.
- What is the bidder's policy for the provision of on-site support?

- Do you maintain a client accessible Internet Knowledge Base of known issues and frequently asked questions?

6.2.6 SECTION F – IMPLEMENTATION PLAN

Describe your overall approach for providing and implementing the services required in this solicitation.

Provide a proposed schedule for implementation.

Describe what type of training, the number of people to be trained, and how you will schedule training of end users.

Provide a plan for implementing the transition between the current provider and the incoming Proposer.

6.2.7 SECTION G - SUBCONTRACTING

This section should identify any of the required services that you intend to subcontract, if any, providing the following information:

1. Reason for subcontracting;
2. Proposed subcontractor responsibilities;
3. Name of the subcontractor and location.

6.2.8 SECTION H – REFERENCES

Provide, at a minimum, three (3) comparable clients with whom your firm has an established relationship providing similar services and include the following:

- Company Name
- Contact Name and Title
- Address
- Phone Number
- Email Address
- Length of Relationship

6.2.9 SECTION I – FEE SCHEDULE

State your proposed commission rate.

6.2.10 SECTION J – REQUIRED FORMS

Offerors must include signed copies of the following documents:

- Appendix A – Proposal Submission (signed)
- Appendix B – Addenda Receipt and Anti-Collusion (signed)

7 EVALUATION CRITERIA AND SELECTION PROCESS

7.1 SELECTION PARTICIPANTS

1. Maintaining the integrity of the RFP process is of paramount importance for the County. To this end, please do not contact any members of Union County or its staff regarding the subject matter of this RFP until a selection has been made, other than the County's designated contact person identified in the introduction to this RFP.
2. Representatives of Union County will read, review, and evaluate the RFP independently based on the evaluation criteria. Failure to abide by this requirement shall be grounds for disqualification from this selection process.
3. The County will establish an RFP Evaluation Team to review and evaluate the RFPs. The RFP Evaluation Team will assess the RFPs independently in accordance with the published evaluation criteria. Union County reserves the right to conduct interviews with a shortlist of selected respondents.
4. At its sole discretion, the Owner may ask written questions of Offerors, seek written clarification, and conduct discussions with Offerors on the RFPs.
5. The County reserves the right to determine the suitability of proposals on the basis of a proposal meeting scope and submittal criteria listed in the RFP. Evaluation criteria and other relevant RFP information will be used to assist in determining the finalist Vendor.

7.2 EVALUATION SELECTION PROCESS

A weighted analysis of the evaluation criteria will be utilized to determine the Vendor that represents the best value financing solution for the County.

In the evaluation and scoring/ranking of Offerors, the County will consider the information submitted in the RFP as well as the meetings (if applicable) with respect to the evaluation criteria set forth in the RFP.

The initial evaluation criteria/factors and relative weights listed below will be used to recommend selection of the Proposed Offeror or for the purpose of selecting Short-Listed Offerors. The County may choose to award without engaging in interview discussions.

RFP Criteria	Weights
Company Background and Experience	20%
Proposed Solution & Implementation Plan	35%
Maintenance and Support Program	20%
Fee Schedule	20%
Compliance with Submittal Requirements	5 %

Vendors may be invited to give a demonstration of the capabilities of the proposed solution to the Union County evaluation team. The successful bidder's demonstration (if requested), along with questions and answers, will be a critical component of the overall vendor evaluation.

After identification of Short-Listed Offerors, the County may or may not decide to invite Short-Listed Offerors to vendor demonstration/interviews. If interviews are scheduled with the Short-Listed Offerors, previous evaluation and rankings are not carried forward. For the purpose of selecting a Preferred Offeror, the evaluation criteria will be given the following relative weights:

Interview Criteria	Weights
Proposed Approach and Staff	65%
Quality and Relevance of Interview as it Relates to the Scope of the RFP	35%

Additional meetings may be held to clarify issues or to address comments, as deemed appropriate. Proposers will be notified in advance of the time and format of such meetings.

7.3 AWARD PROCEDURE

Union County has the right to reject any or all proposals, to engage in further negotiations with any Company submitting a proposal, and/or to request additional information or clarification. The County is not obligated to accept the lowest cost proposal. The County may accept the proposal that best serves its needs, as determined by County officials in their sole discretion.

The County reserves the right to make an award without further discussion of the proposals received. Therefore, it is important that the proposal be submitted initially on the most favorable terms.

A proposal may be rejected if it is incomplete. Union County may reject any or all proposals and may waive any immaterial deviation in a proposal.


More than one proposal from an individual, Offeror, partnership, corporation or association under the same or different names, will not be considered.

The County reserves the right to enter into negotiations with the top ranked Offeror. However, negotiations with the top ranked Offeror does not signify a commitment by Union County to execute a contract or to continue discussions.

The County reserves the right to terminate negotiations at any time and for any reason.

The County may select and enter into negotiations with the next most advantageous Proposer if negotiations with the initially chosen Proposer are not successful.

The award shall be made in the best interest of the County. This Request for Proposal is not subject to any competitive bidding requirements of North Carolina law. The County reserves the right to accept other than the most financially advantageous proposal.



The award document will be a Contract incorporating, by reference, all the requirements, terms and conditions of the solicitation and the Offeror's proposal as negotiated.

7.4 CONFLICT CERTIFICATION

The Offeror must certify that it does not have any actual or potential conflicts of interest with, or adversarial litigation against the County or any of its officers or employees. During the course of the contractual relationship formed pursuant to this solicitation, any such conflict of interest, whether newly arising or newly discovered, must be disclosed to the County in writing.

8 GENERAL CONDITIONS AND REQUIREMENTS

8.1 TERMS AND CONDITIONS

The contract award may have an initial term of three (3) years with two (2) one-year renewal options at the County's discretion, pending annual budget approval.

All payroll taxes, liability and worker's compensation are the sole responsibility of the Offeror. The Offeror understands that an employer/employee relationship does not exist under this contract.

All proposals submitted in response to this request shall become the property of Union County and as such, may be subject to public review.

8.2 CONTRACTUAL OBLIGATIONS

The contents of this Proposal and the commitments set forth in the selected Proposal(s) shall be considered contractual obligations, if a contract ensues. Failure to accept these obligations may result in cancellation of the award. All legally required terms and conditions shall be incorporated into final contract agreements with the selected Service Provider(s).

8.3 SUB-CONTRACTOR/PARTNER DISCLOSURE

If the proposal by any Company requires the use of sub-contractors, partners, and/or third-party products or services, this must be clearly stated in the proposal. The Company submitting the proposal shall remain solely responsible for the performance of all work, including work that is done by sub-contractors.

8.4 EXCEPTION TO THE PROPOSAL

An "exception" is defined as the Service Provider's inability or unwillingness to meet a term, condition, specification, or requirement in the manner specified in the Proposal. All exceptions taken must be identified and explained in writing in the proposal and must specifically reference the relevant section(s) of this Proposal. Other than exceptions that are stated in compliance with this Section, each proposal shall be deemed to agree to comply with all terms, conditions, specifications, and requirements of this Proposal. If the Service Provider provides an alternate solution when taking an exception to a requirement, the benefits of this alternate solution and impact, if any, on any part of the remainder of the Service Provider's solution, must be described in detail.



8.5 MODIFICATION OR WITHDRAWAL OF PROPOSAL

Prior to the scheduled closing time for receiving proposals, any Vendor may withdraw their proposal. After the scheduled closing time for receiving proposals, no proposal may be withdrawn for 180 days. Only written requests for the modification or correction of a previously submitted proposal that are addressed in the same manner as proposals and are received by the County prior to the closing time for receiving proposals will be accepted. The proposal will be corrected in accordance with such written requests, provided that any such written request is in a sealed envelope that is plainly marked “Modification of Proposal” – with solicitation number and name on the front of the envelope. Oral, telephone, or fax modifications or corrections will not be recognized or considered.

8.6 EQUAL EMPLOYMENT OPPORTUNITY

All Offerors will be required to follow Federal Equal Employment Opportunity (EEO) policies. Union County will affirmatively assure that on any project constructed pursuant to this advertisement, equal employment opportunity will be offered to all persons without regard to race, color, creed, religion, national origin, sex, and marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age.

8.7 MINORITY BUSINESSES (MBE) OR DISADVANTAGED BUSINESSES (DBE)

It is the policy of Union County that Minority Businesses (MBEs), Disadvantaged Business Enterprises (DBEs) and other small businesses shall have the opportunity to compete fairly in contracts financed in whole or in part with public funds. Consistent with this policy, Union County will not allow any person or business to be excluded from participation in, denied the benefits of, or otherwise be discriminated against in connection with the award and performance of any contract because of sex, race, religion, or national origin.

8.8 LICENSES

The successful Offeror(s) shall have and maintain a valid and appropriate business license (if applicable), meet all local, state, and federal codes, and have current all required local, state, and federal licenses.

8.9 E-VERIFY

E-Verify is the federal program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program, used to verify the work authorization of newly hired employees pursuant to federal law. Vendor/Offeror shall ensure that Offeror and any Sub-Contractor performing work under this contract: (i) uses E-Verify if required to do so; and (ii) otherwise complies with applicable law.

8.10 DRUG-FREE WORKPLACE

During the performance of this Request, the Offeror agrees to provide a drug-free workplace for their employees; post in conspicuous places, available to employees and

applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the workplace and specify the actions that will be taken against employees for violations of such prohibition; and state in all solicitations or advertisements for employees placed by or on behalf of the Offeror that the Offeror maintains a drug-free workplace.

For the purposes of this section, “drug-free workplace” means a site for the performance of work done in connection with a specific contract awarded to a Offeror/Offerors in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Request.

8.11 INSURANCE

One or more of the following insurance limits may be required if it is applicable to the project. The County reserves the right to require additional insurance depending on the nature of the agreement.

At Contractor’s sole expense, Contractor shall procure and maintain the following minimum insurances with insurers authorized to do business in North Carolina and rated A-VII or better by A.M. Best, or as otherwise authorized by the Union County Risk Manager.

A. WORKERS’ COMPENSATION

Statutory (coverage for three or more employees) limits covering all employees, including Employer’s Liability with limits of:

\$500,000	Each Accident
\$500,000	Disease - Each Employee
\$500,000	Disease - Policy Limit

B. COMMERCIAL GENERAL LIABILITY

(for any agreement unless otherwise waived by the Risk Manager)
Covering Ongoing and Completed Operations involved in this Agreement.

\$2,000,000	General Aggregate
\$2,000,000	Products/Completed Operations Aggregate
\$1,000,000	Each Occurrence
\$1,000,000	Personal and Advertising Injury Limit

C. COMMERCIAL AUTOMOBILE LIABILITY

(for any agreement involving the use of a contractor vehicle while conducting services associated with the agreement)

\$1,000,000	Combined Single Limit - Any Auto
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D. PROFESSIONAL LIABILITY

(only for any agreement providing professional service such as engineering, architecture, surveying, consulting services, etc.)

\$1,000,000 Claims Made

Contractor shall provide evidence of continuation or renewal of Professional Liability Insurance for a period of two (2) years following termination of the Agreement.

ADDITIONAL INSURANCE REQUIREMENTS


- A. The Contractor's General Liability policy shall be endorsed, specifically or generally, to include the following as Additional Insured:

UNION COUNTY, ITS OFFICERS, AGENTS AND EMPLOYEES ARE INCLUDED AS ADDITIONAL INSURED WITH RESPECTS TO THE GENERAL LIABILITY INSURANCE POLICY.

Additional Insured status for Completed Operations shall extend for a period of not less than three (3) years from the date of final payment.

- B. Before commencement of any work or event, Contractor shall provide a Certificate of Insurance in satisfactory form as evidence of the insurances required above.
- C. Contractor shall have no right of recovery or subrogation against Union County (including its officers, agents and employees).
- D. It is the intention of the parties that the insurance policies afforded by contractor shall protect both parties and be primary and non-contributory coverage for any and all losses covered by the above-described insurance.
- E. Union County shall have no liability with respect to Contractor's personal property whether insured or not insured. Any deductible or self-insured retention is the sole responsibility of Contractor.
- F. Notwithstanding the notification requirements of the Insurer, Contractor hereby agrees to notify County's Risk Manager at 500 N. Main Street # 130, Monroe, NC 28112, within two (2) days of the cancellation or substantive change of any insurance policy set out herein. Union, in its sole discretion, may deem failure to provide such notice as a breach of this Agreement.
- G. The Certificate of Insurance should note in the Description of Operations the following:

Department: _____
Contract #: _____

- 
- H. Insurance procured by Contractor shall not reduce nor limit Contractor's contractual obligation to indemnify, save harmless and defend Union County for claims made or suits brought which result from or are in connection with the performance of this Agreement.
- I. Certificate Holder shall be listed as follows:
- Union County
Attention: Keith A. Richards, Risk Manager
500 N. Main Street, Suite #130
Monroe, NC 28112
- J. If Contractor is authorized to assign or subcontract any of its rights or duties hereunder and in fact does so, Contractor shall ensure that the assignee or subcontractor satisfies all requirements of this Agreement, including, but not limited to, maintenance of the required insurances coverage and provision of certificate(s) of insurance and additional insured endorsement(s), in proper form prior to commencement of services.

8.12 INDEMNIFICATION

Contractor agrees to protect, defend, indemnify and hold Union County, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of this agreement and/or the performance hereof that are due, in whole or in part, to the negligence of the Contractor, its officers, employees, subcontractors or agents. Contractor further agrees to investigate, handle, respond to, provide defense for, and defend the same at its sole expense and agrees to bear all other costs and expenses related thereto.

Intentionally Left Blank



9 APPENDIX A – PROPOSAL SUBMISSION

RFP 2021-039 Inmate Commissary & Trust Fund Management Service

This Proposal is submitted by:

Company Legal Name: _____

Representative Name: _____

Representative Signature: _____

Representative Title: _____

Address: _____

County/State/Zip: _____

Email Address: _____

Phone Number: _____

Website Address: _____

It is understood that Union County reserves the right to reject any and all proposals, to make awards according to the best interest of the County, to waive formalities, technicalities, to recover and re-advertise this project. Proposal is valid for 180 days. Proposal is submitted by an executive of the company that has authority to contract with Union County, NC.

Name: _____

Title: _____

Signature (Required): _____

Date: _____

10 APPENDIX B – ADDENDUM AND ANTI-COLLUSION

RFP 2021-039 Inmate Commissary & Trust Fund Management Service

Please acknowledge receipt of all addenda by including this form with your Proposal. Any questions or changes received will be posted as an addendum on www.co.union.nc.us and/or www.ips.state.nc.us. It is your responsibility to check for this information.

Addendum No.	Date Downloaded
_____	_____
_____	_____
_____	_____
_____	_____

I certify that this proposal is made in good faith and without collusion with any other offeror or officer or employee of Union County.

Company Name: _____

Name: _____

Title: _____

Email Address: _____

Signature (Required): _____

Date: _____



11 APPENDIX C – SAMPLE VENDOR PAYMENT NOTIFICATION

RFP 2021-039 Inmate Commissary & Trust Fund Management Service

Informational Purposes Only - Do not submit with proposal.

ATTENTION: ACCOUNTS PAYABLE VENDORS

As part of our Fraud Prevention Program, Union County now prefers two methods for payments to vendor accounts. These methods allow for faster and easier payments to vendors.

The first and preferred method available is to accept a VISA card payment from the County. If you accept payment via VISA, payment is made at the time of the transaction or upon receipt and approval of the invoice.

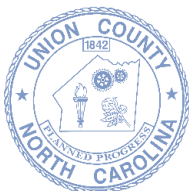
The second method is an Electronic Funds Transfer. (EFT) This means that you will receive payment of invoices due directly into your bank account. With this method, you will get an email confirmation giving you the date, invoice numbers, and total amount paid. Your payment will be available to you on Monday (or the first banking day if Monday is a bank holiday) following receipt of an approved invoice from the County department invoiced.

An EFT Enrollment Form to enroll in the program is attached for your convenience. You can also visit the Union County website at www.unioncountync.gov at any time to get a new form if your banking information changes. If the banking information changes and you do not notify us, it will delay receipt of payment for invoices.

If you wish to receive payment via the County's VISA card, please contact Alex Whitaker at 704-283-3538 or Christi Climbingbear at 704-283-3543, or send an email to alex.whitaker@unioncountync.gov and you will be added to the list of vendors accepting the VISA card method of payment.

Union County prefers all vendors participate in one of the two methods described above.

Thank you in advance for your participation.



Please return this completed form and supporting documents to:



Union County -Finance Office
Suite 714, 7th Floor, 500 N. Main Street, Monroe NC 28112

Phone: (704) 283-3886 Fax: (704) 225-0664

Email: ap@unioncountync.gov

Authorization for payment via Electronic Funds Transfer (EFT)

Initial Enrollment

Change Information

Today's Date _____

Company Name _____

Street Address _____

City, State, Zip _____

By signing below, I hereby authorize Union County to electronically deposit funds into the account indicated below. I understand that if my banking information changes and Union County is not made aware of this change, then payment may be delayed.

Bank Name _____

Address _____

City, State, Zip _____

Routing/ABA # _____ Bank Acct No. _____

Payment Notification: I hereby authorize the following individual to receive an email notification of payment details for all funds deposited to the above account by Union County.

Name & Title _____

Email Address _____

Phone Number _____

Officer Name & Title _____

Phone Number _____

Signature: _____

FOR ACCOUNT VERIFICATION, PLEASE ATTACH A VOIDED CHECK.

This authorization will remain in effect until Union County has received written notice to discontinue.

Print Form



12 APPENDIX D – SAMPLE MENU

RFP 2021-039 Inmate Commissary & Trust Fund Management Service

Informational Purposes Only - Do not submit with proposal.

**UNION COUNTY SHERIFF'S OFFICE
MONROE, NC**

Print Date: 01/26/2021

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

Please Print and Mark Clearly

<u>Item</u>	<u>QTY</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>QTY</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>QTY</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>QTY</u>	<u>Price</u>	<u>Description</u>
BEVERAGES				CHIPS/SNACKS continued				CHIPS/SNACKS continued				CANDY/PASTRY continued			
<u>1106</u>		<u>2.45</u>	SS Lemonade (5)	<u>2150</u>		<u>0.95</u>	VooDoo Chips	<u>1266</u>		<u>0.75</u>	Peanut Butter Squeezer	<u>1306</u>		<u>1.70</u>	Asst. Jolly Rancher
<u>1108</u>		<u>2.45</u>	SS Fruit Punch (5)	<u>1217</u>		<u>0.95</u>	Corn Chips	<u>2681</u>		<u>0.60</u>	Jelly Squeezer	<u>3062</u>		<u>1.50</u>	Butterscotch Discs
<u>1110</u>		<u>2.35</u>	SS Cocoa Mix (5)	<u>1218</u>		<u>0.85</u>	Pretzels	<u>2685</u>		<u>0.90</u>	Cheddar Cheese Squeezer	<u>3065</u>		<u>1.45</u>	Starburst Original
<u>1112</u>		<u>2.45</u>	SS Tea (5)	<u>2181</u>		<u>1.35</u>	Pretzel Honey Must. Onion	<u>2691</u>		<u>0.20</u>	Ketchup Packet	<u>3067</u>		<u>1.60</u>	Lemon Drops
<u>1121</u>		<u>0.45</u>	SS Sugar (5)	<u>2182</u>		<u>1.35</u>	Hot Buffalo Pretzel PCS	<u>2692</u>		<u>0.20</u>	Mustard Packet	<u>1308</u>		<u>1.45</u>	Twizzler
<u>1123</u>		<u>0.45</u>	SS Sugar Substitute(5)	<u>2183</u>		<u>1.35</u>	Pretzel Pcs Jalapeno	<u>2693</u>		<u>0.35</u>	Mayonnaise Packet	<u>1309</u>		<u>1.45</u>	Kit Kat
<u>1130</u>		<u>2.30</u>	SF Orange Drink (5)	<u>1219</u>		<u>0.95</u>	Nacho Chips	<u>2695</u>		<u>0.25</u>	Salt SS (10pk)	<u>1310</u>		<u>1.45</u>	Snickers
<u>1132</u>		<u>2.30</u>	SF Tea (5)	<u>2192</u>		<u>1.30</u>	Salsitas Tortilla Rounds	<u>2696</u>		<u>0.25</u>	Pepper SS (10pk)	<u>1312</u>		<u>1.45</u>	Milky Way
<u>1134</u>		<u>2.30</u>	SF Black Cherry (5)	<u>1221</u>		<u>0.95</u>	BBQ Pork Rinds	<u>2697</u>		<u>0.90</u>	Jalapeno Pepper Slices	<u>1314</u>		<u>1.45</u>	Peanut Butter Cup
<u>1136</u>		<u>2.30</u>	SF Lemonade (5)	<u>1223</u>		<u>1.20</u>	Chocolate Chip Cookies	<u>2698</u>		<u>0.35</u>	Sweet Relish Pack	<u>3141</u>		<u>1.45</u>	Reese's Pieces
<u>1140</u>		<u>2.25</u>	Coke Classic 20oz	<u>1224</u>		<u>0.85</u>	Cheese Nips	<u>1272</u>		<u>1.35</u>	Rice Instant - Spanish	<u>3145</u>		<u>1.45</u>	Mallo Cup
<u>1142</u>		<u>2.25</u>	Diet Coke 20oz	<u>1226</u>		<u>1.35</u>	Combos	<u>1273</u>		<u>1.25</u>	Rice Instant - White	<u>3148</u>		<u>1.45</u>	Choc Covered Raisins
<u>1143</u>		<u>1.55</u>	Grape Soda 20oz PUSH	<u>2265</u>		<u>1.35</u>	Jalapeno Chs Nuggets	<u>1278</u>		<u>0.90</u>	Ranch Dressing Pack	<u>1316</u>		<u>1.45</u>	M&M Peanut
<u>1144</u>		<u>2.25</u>	Sprite 20oz	<u>1231</u>		<u>1.60</u>	Pickle Kosher Dill	<u>2795</u>		<u>0.90</u>	Jalapeno Chs Squeezer	<u>1317</u>		<u>1.45</u>	Hershey Chocolate Bar
<u>1153</u>		<u>1.55</u>	Orange Soda 20oz PUSH	<u>1240</u>		<u>0.85</u>	Soup - Chicken	<u>2798</u>		<u>2.25</u>	Tortilla Shells Flour	<u>1318</u>		<u>1.45</u>	Butterfinger
<u>1165</u>		<u>1.55</u>	Strawberry Soda 20oz	<u>1241</u>		<u>0.85</u>	Soup - Beef	<u>1282</u>		<u>0.75</u>	Oatmeal-Brown Sugar (1)	<u>1320</u>		<u>1.45</u>	Baby Ruth
CHIPS/SNACKS				<u>1242</u>		<u>0.85</u>	Soup - Shrimp	<u>2821</u>		<u>6.95</u>	Oatmeal Variety Box (10pk)	<u>1321</u>		<u>1.45</u>	Twix
<u>1204</u>		<u>0.85</u>	Cheese/Wheat Crackers	<u>1243</u>		<u>0.85</u>	Soup - Chili	<u>2829</u>		<u>3.15</u>	Refried Beans/Jal. - Instant 8o	<u>1324</u>		<u>1.45</u>	Three Musketeer
<u>1206</u>		<u>0.85</u>	Peanut Butter Crackers	<u>1244</u>		<u>0.85</u>	Soup - Oriental	<u>2832</u>		<u>2.85</u>	Hot Chili w/Beans	<u>1325</u>		<u>1.25</u>	Peanut Bar
<u>1208</u>		<u>0.85</u>	Vanilla Creme Cookie	<u>1245</u>		<u>0.85</u>	Soup - Spicy Chicken	<u>2834</u>		<u>2.85</u>	Chili w/Beans	<u>1333</u>		<u>1.45</u>	Sour SQWorms
<u>1210</u>		<u>0.95</u>	Plain Chips	<u>1250</u>		<u>1.25</u>	Trail Mix	<u>2844</u>		<u>2.45</u>	Spam Pouch	<u>1334</u>		<u>1.45</u>	M&M Plain
<u>1211</u>		<u>0.95</u>	Hot Buffalo Chips	<u>2502</u>		<u>1.25</u>	Trail Mix Sweet'N Salty	<u>1286</u>		<u>2.90</u>	Tuna Pouch	<u>1335</u>		<u>1.45</u>	Skittles
<u>2115</u>		<u>0.95</u>	Cheetos	<u>2503</u>		<u>1.25</u>	Sweet & Spicy Mix	<u>2860</u>		<u>2.70</u>	Tuna Pouch (Geisha)	<u>1336</u>		<u>1.55</u>	SF Hard Candy 2oz
<u>1212</u>		<u>0.95</u>	BBQ Chips	<u>1260</u>		<u>1.35</u>	Beef Stick	<u>2876</u>		<u>3.75</u>	Chicken Breast	<u>3361</u>		<u>2.55</u>	SF Hard Candy Cinnamon
<u>1213</u>		<u>0.95</u>	Sour Crm&Onion Chips	<u>1262</u>		<u>1.35</u>	Hot Sausage	CANDY/PASTRY				<u>1342</u>		<u>1.40</u>	Nutty Bar
<u>2133</u>		<u>0.95</u>	Jalapeno Chips	<u>2621</u>		<u>2.50</u>	Beef Summer Sausage 3oz	<u>1302</u>		<u>0.85</u>	Salted Peanuts	<u>1345</u>		<u>1.40</u>	Honey Bun
<u>2137</u>		<u>0.95</u>	Hot Fries	<u>1263</u>		<u>1.35</u>	Beef & Cheese Stick	<u>3025</u>		<u>1.55</u>	Chick-O-Stick	<u>3451</u>		<u>1.40</u>	Honey Bun Iced 4oz
<u>1214</u>		<u>0.85</u>	Popcorn	<u>2631</u>		<u>2.45</u>	Cheese Stick 4oz	<u>1304</u>		<u>1.25</u>	Granola Bar	<u>1350</u>		<u>1.15</u>	Moon Pie
<u>1215</u>		<u>0.95</u>	Jalapeno Poppers					<u>1305</u>		<u>1.50</u>	Peppermints (Bag)				

No inmate may order for another inmate.

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

Seasonal Cards: Valentine's, Easter, Mother's Day, Christmas/New Year's

**UNION COUNTY SHERIFF'S OFFICE
MONROE, NC**

Print Date: 01/26/2021

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

Please Print and Mark Clearly

<u>Item</u>	<u>QTY</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>QTY</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>QTY</u>	<u>Price</u>	<u>Description</u>	<u>Item</u>	<u>QTY</u>	<u>Price</u>	<u>Description</u>
<u>CANDY/PASTRY</u> continued				<u>HYGIENE</u> continued				<u>HYGIENE</u> continued				<u>MISCELLANEOUS</u> continued			
<u>1352</u>		<u>1.15</u>	Large Choc Chip Cookie	<u>1511</u>		<u>6.10</u>	Magic Cream Shave	<u>1566</u>		<u>1.95</u>	Hand/Body Lotion 8oz	<u>1726</u>		<u>2.30</u>	Card w/Stamp (Seasonal)
<u>3551</u>		<u>1.45</u>	Duplex Crm Cookies 5oz	<u>1515</u>		<u>0.40</u>	Comb 5"	<u>5664</u>		<u>2.85</u>	Aloe Vera Lotion	<u>1730</u>		<u>2.45</u>	Playing Cards
<u>3552</u>		<u>1.35</u>	Rice Krispie Treat	<u>1518</u>		<u>1.95</u>	Club Brush	<u>1569</u>		<u>6.05</u>	Lubriderm Lotion	<u>7301</u>		<u>2.95</u>	Playing Cards Maverick
<u>3553</u>		<u>1.45</u>	Strawberry Crm Cookies	<u>1519</u>		<u>2.35</u>	Stick Deodorant	<u>1572</u>		<u>2.85</u>	Cocoa Butter Lotion	<u>1731</u>		<u>2.50</u>	Pinochle Cards
<u>3554</u>		<u>1.45</u>	Peanut Butter Cookies 5oz	<u>1520</u>		<u>2.15</u>	Roll On Antiperspirant	<u>1583</u>		<u>0.35</u>	Tampon - Regular	<u>7313</u>		<u>9.95</u>	Rook (Card Game)
<u>3556</u>		<u>1.45</u>	Lemon Tray Cookies	<u>1521</u>		<u>3.55</u>	Mennen Speed Stick	<u>5838</u>		<u>0.35</u>	Sanitary Napkin	<u>1732</u>		<u>2.95</u>	Crossword Puzzle Book
<u>1356</u>		<u>1.35</u>	Pop Tarts (2pk)	<u>1522</u>		<u>2.75</u>	Soap Dove	<u>1587</u>		<u>4.35</u>	Denture Adhesive	<u>7321</u>		<u>2.95</u>	Word Find Puzzle Book
<u>3613</u>		<u>1.40</u>	Cherry Danish	<u>1524</u>		<u>3.55</u>	Lady Speedstick	<u>1591</u>		<u>0.85</u>	Ear Plugs	<u>7325</u>		<u>2.95</u>	Sudoku Book
<u>3615</u>		<u>1.40</u>	Cinnamon Roll	<u>1531</u>		<u>1.60</u>	Dial Soap	<u>5912</u>		<u>6.55</u>	Contact (Saline) Solution	<u>1733</u>		<u>0.20</u>	Eraser Cap
<u>3617</u>		<u>1.40</u>	Cheese Danish	<u>1532</u>		<u>1.55</u>	Ivory Soap	<u>1595</u>		<u>1.50</u>	Cough Drops	<u>1735</u>		<u>8.95</u>	Holy Bible
<u>1362</u>		<u>1.40</u>	Dunkin' Sticks	<u>1534</u>		<u>1.60</u>	Irish Spring	<u>1596</u>		<u>1.65</u>	Chapstick	<u>7351</u>		<u>12.95</u>	Holy Qur'an
<u>3621</u>		<u>1.40</u>	Donuts (6pk)	<u>1538</u>		<u>2.85</u>	Skin Cream	<u>MISCELLANEOUS</u>				<u>1741</u>		<u>0.95</u>	Tumbler w/Lid 22oz
<u>1380</u>		<u>1.60</u>	Fireballs	<u>1540</u>		<u>0.65</u>	Soap Dish	<u>7011</u>		<u>1.70</u>	Letter Pad Staple Free	<u>1744</u>		<u>0.35</u>	Spoon
<u>1381</u>		<u>1.50</u>	Sour Fruit Balls	<u>5461</u>		<u>0.55</u>	Pony Tail Holder (1)	<u>7041</u>		<u>0.15</u>	Golf Pencil	<u>1781</u>		<u>6.85</u>	Chess Set
<u>HYGIENE</u>				<u>1552</u>		<u>1.95</u>	Protein Shampoo	<u>1705</u>		<u>0.40</u>	Large Envelope 9x12	<u>1782</u>		<u>5.95</u>	Checker Set
<u>5030</u>		<u>0.60</u>	Toothbrush Thumb Held	<u>1554</u>		<u>2.65</u>	Dandruff Shampoo	<u>7063</u>		<u>3.05</u>	Notebook Wireless	<u>7836</u>		<u>3.95</u>	Dominoe Cards
<u>5035</u>		<u>0.80</u>	Toothbrush Shorty 3.25"	<u>1557</u>		<u>3.25</u>	Blue Magic Hair Dress	<u>1708</u>		<u>0.15</u>	Envelope Unstamped #10	<u>7838</u>		<u>9.95</u>	Uno Cards
<u>1506</u>		<u>1.55</u>	Toothpaste Colgate 1oz	<u>1558</u>		<u>1.95</u>	Hair Conditioner 8oz	<u>1712</u>		<u>1.10</u>	Eraser Large	<u>1790</u>		<u>9.95</u>	Eye Glasses 1.25
<u>5068</u>		<u>3.45</u>	Toothpaste Colgate Clear	<u>1559</u>		<u>2.65</u>	Bergamot	<u>1715</u>		<u>2.85</u>	Art Pad	<u>1791</u>		<u>9.95</u>	Eye Glasses 2.00
<u>5071</u>		<u>6.65</u>	Toothpaste Col. Sensitive	<u>1560</u>		<u>2.65</u>	Hair Pomade/Dress	<u>1718</u>		<u>3.85</u>	Dictionary	<u>POSTAL</u>			
<u>1509</u>		<u>1.85</u>	Mouthwash	<u>1562</u>		<u>1.75</u>	Body Powder 4oz	<u>1724</u>		<u>2.30</u>	Card w/Stamp (General)	<u>1801</u>		<u>0.73</u>	Stamped Envelope
<u>1510</u>		<u>1.35</u>	Shave Gel	<u>1564</u>		<u>1.95</u>	Petroleum Jelly 4oz	<u>1725</u>		<u>2.30</u>	Card w/Stamp (B-Day)	<u>1803</u>		<u>0.55</u>	Stamp

No inmate may order for another inmate.

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

Seasonal Cards: Valentine's, Easter, Mother's Day, Christmas/New Year's



13 APPENDIX E – SALES & COMMISSION REPORT

RFP 2021-039 Inmate Commissary & Trust Fund Management Service

Informational Purposes Only - Do not submit with proposal.



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 1 01/27/2018

01/01/2018 to 12/31/2018

Date 01/05/2018
Invoice # S40831968
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 12/31/2017

Import #: S4083196

Item #	Description	Net Subtotal
100	BEVERAGES	17,615.34
200	CHIPS/SNACKS	94,471.47
300	CANDY/PASTRY	57,318.50
500	HYGIENE	8,919.06
700	MISCELLANEOUS	2,230.68
800	POSTAL	1,827.23
Subtotal :		\$182,382.28
Sales Tax :		\$4,136.87
Subtotal Plus Sales Tax :		<u>\$186,519.15</u>
Pass Thru Items:		\$0.00
Commission :		(\$37,645.73) Check to be Issued
Please Pay :		<u>\$186,519.15</u>

(\$37,645.73)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 1 01/27/2018

01/01/2018 to 01/31/2018

Date 01/05/2018
Invoice # S40831968
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 12/31/2017

Import #: S4083196

Item #	Description	Net Subtotal
100	BEVERAGES	1,416.42
200	CHIPS/SNACKS	8,191.52
300	CANDY/PASTRY	4,408.79
500	HYGIENE	803.28
700	MISCELLANEOUS	140.98
800	POSTAL	124.94
Subtotal :		\$15,085.94
Sales Tax :		\$343.37
Subtotal Plus Sales Tax :		<u>\$15,429.31</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,119.37) Check to be Issued
Please Pay :		<u>\$15,429.31</u>

(\$3,119.37)

Please Remit Payment to:

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

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 2 02/24/2018

02/01/2018 to 02/28/2018

Date 02/09/2018
Invoice # S40832828
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 02/04/2018

Import #: S4083282

Item #	Description	Net Subtotal
100	BEVERAGES	1,229.22
200	CHIPS/SNACKS	6,293.43
300	CANDY/PASTRY	3,350.30
500	HYGIENE	565.71
700	MISCELLANEOUS	101.69
800	POSTAL	73.18
Subtotal :		\$11,613.52
Sales Tax :		\$262.22
Subtotal Plus Sales Tax :		<u>\$11,875.74</u>
Pass Thru Items:		\$0.00
Commission :		(\$2,406.16) Check to be Issued
Please Pay :		<u>\$11,875.74</u>

(\$2,406.16)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Invoice

by Customer by Period End Date

Period 3 03/31/2018

03/01/2018 to 03/31/2018

Date 03/09/2018
Invoice # S40833612
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 03/04/2018

Import #: S4083361

Item #	Description	Net Subtotal
100	BEVERAGES	1,121.72
200	CHIPS/SNACKS	5,897.35
300	CANDY/PASTRY	3,555.29
500	HYGIENE	666.47
700	MISCELLANEOUS	148.06
800	POSTAL	99.26
Subtotal :		\$11,488.15
Sales Tax :		\$266.41
Subtotal Plus Sales Tax :		<u>\$11,754.56</u>
Pass Thru Items:		\$0.00
Commission :		(\$2,374.58) Check to be Issued
Please Pay :		<u>\$11,754.56</u>

(\$2,374.58)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 4 04/28/2018

04/01/2018 to 04/30/2018

Date 04/06/2018

Invoice # S40834371

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 04/01/2018

Import #: S4083437

Item #	Description	Net Subtotal
100	BEVERAGES	1,535.59
200	CHIPS/SNACKS	9,019.22
300	CANDY/PASTRY	5,623.31
500	HYGIENE	919.49
700	MISCELLANEOUS	158.97
800	POSTAL	168.13
Subtotal :		\$17,424.71
Sales Tax :		\$396.30
Subtotal Plus Sales Tax :		<u>\$17,821.01</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,598.00) Check to be Issued
Please Pay :		<u>\$17,821.01</u>

(\$3,598.00)

Please Remit Payment to:

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

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 5 05/26/2018

05/01/2018 to 05/31/2018

Date 05/11/2018

Invoice # S40835169

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 05/06/2018

Import #: S4083516

Item #	Description	Net Subtotal
100	BEVERAGES	1,515.98
200	CHIPS/SNACKS	7,265.54
300	CANDY/PASTRY	4,641.15
500	HYGIENE	769.20
700	MISCELLANEOUS	230.73
800	POSTAL	194.30
Subtotal :		\$14,616.90
Sales Tax :		\$335.77
Subtotal Plus Sales Tax :		<u>\$14,952.67</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,007.11) Check to be Issued
Please Pay :		<u>\$14,952.67</u>

(\$3,007.11)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 6 06/30/2018

06/01/2018 to 06/30/2018

Date 06/11/2018
Invoice # S40835843
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 06/03/2018

Import #: S4083584

Item #	Description	Net Subtotal
100	BEVERAGES	1,547.75
200	CHIPS/SNACKS	7,453.97
300	CANDY/PASTRY	4,879.47
500	HYGIENE	742.57
700	MISCELLANEOUS	237.00
800	POSTAL	207.25
Subtotal :		\$15,068.01
Sales Tax :		\$343.45
Subtotal Plus Sales Tax :		<u>\$15,411.46</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,098.47) Check to be Issued
Please Pay :		<u>\$15,411.46</u>

(\$3,098.47)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 7 07/28/2018

07/01/2018 to 07/31/2018

Date 07/06/2018

Invoice # S40836491

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 07/01/2018

Import #: S4083649

Item #	Description	Net Subtotal
100	BEVERAGES	2,040.20
200	CHIPS/SNACKS	9,397.45
300	CANDY/PASTRY	6,377.24
500	HYGIENE	852.62
700	MISCELLANEOUS	209.60
800	POSTAL	192.95
Subtotal :		\$19,070.06
Sales Tax :		\$427.82
Subtotal Plus Sales Tax :		<u>\$19,497.88</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,935.88) Check to be Issued
Please Pay :		<u>\$19,497.88</u>

(\$3,935.88)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Invoice

by Customer by Period End Date

Date 08/02/2018
 Invoice # S40837069
 Cust id 271

Period 8 08/25/2018

08/01/2018 to 08/31/2018

5320 Lake Pointe Center Dr
 Suite A
 Cumming, GA 30041
 (800) 956-2747 (800) 95-OASIS

Sold To :

Ship To :

UNION COUNTY SHERIFF'S OFFICE
 3344 PRESSON RD
 MONROE, NC 28112

UNION COUNTY SHERIFF'S OFFICE
 3344 PRESSON RD
 MONROE, NC 28112

Comments/Sale Date: 07/26/2018

Import #: S4083706

Item #	Description	Net Subtotal
100	BEVERAGES	1,427.30
200	CHIPS/SNACKS	8,398.43
300	CANDY/PASTRY	4,745.87
500	HYGIENE	709.13
700	MISCELLANEOUS	262.06
800	POSTAL	185.54
Subtotal :		\$15,728.34
Sales Tax :		\$356.64
Subtotal Plus Sales Tax :		<u>\$16,084.98</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,240.67) Check to be Issued
Please Pay :		<u>\$16,084.98</u>

(\$3,240.67)

Please Remit Payment to:
 Oasis Management Systems Inc.
 5320 Lake Pointe Center Dr
 Suite A
 Cumming, GA 30041

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 9 09/29/2018

09/01/2018 to 09/30/2018

Date 09/07/2018
Invoice # S40837723
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 09/02/2018

Import #: S4083772

Item #	Description	Net Subtotal
100	BEVERAGES	1,303.73
200	CHIPS/SNACKS	7,579.61
300	CANDY/PASTRY	4,439.65
500	HYGIENE	659.14
700	MISCELLANEOUS	145.57
800	POSTAL	148.33
Subtotal :		\$14,276.02
Sales Tax :		\$320.55
Subtotal Plus Sales Tax :		<u>\$14,596.57</u>
Pass Thru Items:		\$0.00
Commission :		(\$2,945.62) Check to be Issued
Please Pay :		<u>\$14,596.57</u>

(\$2,945.62)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 10 10/27/2018

10/01/2018 to 10/31/2018

Date 10/08/2018

Invoice # S40838336

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 09/30/2018

Import #: S4083833

Item #	Description	Net Subtotal
100	BEVERAGES	1,728.58
200	CHIPS/SNACKS	8,653.87
300	CANDY/PASTRY	5,714.22
500	HYGIENE	742.43
700	MISCELLANEOUS	229.04
800	POSTAL	200.08
Subtotal :		\$17,268.21
Sales Tax :		\$387.22
Subtotal Plus Sales Tax :		<u>\$17,655.43</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,558.71) Check to be Issued
Please Pay :		<u>\$17,655.43</u>

(\$3,558.71)

Please Remit Payment to:

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

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 11 11/24/2018

11/01/2018 to 11/30/2018

Date 11/02/2018
Invoice # S40839168
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 10/31/2018

Import #: S4083916

Item #	Description	Net Subtotal
100	BEVERAGES	1,239.36
200	CHIPS/SNACKS	6,458.58
300	CANDY/PASTRY	3,928.94
500	HYGIENE	655.35
700	MISCELLANEOUS	173.58
800	POSTAL	133.83
Subtotal :		\$12,589.64
Sales Tax :		\$287.91
Subtotal Plus Sales Tax :		<u>\$12,877.55</u>
Pass Thru Items:		\$0.00
Commission :		(\$2,597.04) Check to be Issued
Please Pay :		<u>\$12,877.55</u>

(\$2,597.04)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 12 12/29/2018

12/01/2018 to 12/31/2018

Date 12/07/2018

Invoice # S40839883

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 12/02/2018

Import #: S4083988

Item #	Description	Net Subtotal
100	BEVERAGES	1,509.51
200	CHIPS/SNACKS	9,862.50
300	CANDY/PASTRY	5,654.26
500	HYGIENE	833.67
700	MISCELLANEOUS	193.40
800	POSTAL	99.44

Subtotal : \$18,152.78
Sales Tax : \$409.21
Subtotal Plus Sales Tax : \$18,561.99
Pass Thru Items: \$0.00
Commission : (\$3,764.12) Check to be Issued
Please Pay : \$18,561.99

(\$3,764.12)

Please Remit Payment to:

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

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 1 01/26/2019

01/01/2019 to 12/31/2019

Date 01/11/2019
Invoice # S40940638
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 01/06/2019

Import #: S4094063

Item #	Description	Net Subtotal
100	BEVERAGES	16,880.83
200	CHIPS/SNACKS	94,509.51
300	CANDY/PASTRY	54,871.72
500	HYGIENE	8,098.32
700	MISCELLANEOUS	1,847.96
800	POSTAL	1,215.85
Subtotal :		\$177,424.19
Sales Tax :		\$3,991.26
Subtotal Plus Sales Tax :		<u>\$181,415.45</u>
Pass Thru Items:		\$0.00
Commission :		(\$36,739.44) Check to be Issued
Please Pay :		<u>\$181,415.45</u>

(\$36,739.44)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 1 01/26/2019

01/01/2019 to 01/31/2019

Date 01/11/2019
Invoice # S40940638
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 01/06/2019

Import #: S4094063

Item #	Description	Net Subtotal
100	BEVERAGES	1,353.33
200	CHIPS/SNACKS	6,143.63
300	CANDY/PASTRY	4,409.19
500	HYGIENE	623.97
700	MISCELLANEOUS	76.44
800	POSTAL	56.07
Subtotal :		\$12,662.63
Sales Tax :		\$284.76
Subtotal Plus Sales Tax :		<u>\$12,947.39</u>
Pass Thru Items:		\$0.00
Commission :		(\$2,628.47) Check to be Issued
Please Pay :		<u>\$12,947.39</u>

(\$2,628.47)

Please Remit Payment to:

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

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date
Period 2 02/23/2019
02/01/2019 to 02/28/2019

Date 02/08/2019
Invoice # S40941346
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 02/04/2019

Import #: S4094134

Item #	Description	Net Subtotal
100	BEVERAGES	1,462.16
200	CHIPS/SNACKS	5,760.00
300	CANDY/PASTRY	4,063.10
500	HYGIENE	575.05
700	MISCELLANEOUS	138.59
800	POSTAL	58.05
Subtotal :		\$12,056.95
Sales Tax :		\$273.06
Subtotal Plus Sales Tax :		<u>\$12,330.01</u>
Pass Thru Items:		\$0.00
Commission :		(\$2,501.77) Check to be Issued
Please Pay :		<u>\$12,330.01</u>

(\$2,501.77)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 3 03/30/2019

03/01/2019 to 03/31/2019

Date 03/08/2019
Invoice # S40942154
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 02/28/2019

Import #: S4094215

Item #	Description	Net Subtotal
100	BEVERAGES	1,133.68
200	CHIPS/SNACKS	5,406.91
300	CANDY/PASTRY	3,648.00
500	HYGIENE	480.09
700	MISCELLANEOUS	137.70
800	POSTAL	47.60
Subtotal :		\$10,853.99
Sales Tax :		\$244.77
Subtotal Plus Sales Tax :		<u>\$11,098.76</u>
Pass Thru Items:		\$0.00
Commission :		(\$2,253.13) Check to be Issued
Please Pay :		<u>\$11,098.76</u>

(\$2,253.13)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 4 04/27/2019

04/01/2019 to 04/30/2019

Date 04/05/2019

Invoice # S40942820

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 03/31/2019

Import #: S4094282

Item #	Description	Net Subtotal
100	BEVERAGES	1,503.68
200	CHIPS/SNACKS	7,905.10
300	CANDY/PASTRY	5,252.15
500	HYGIENE	726.31
700	MISCELLANEOUS	167.21
800	POSTAL	90.62
Subtotal :		\$15,645.07
Sales Tax :		\$353.24
Subtotal Plus Sales Tax :		<u>\$15,998.31</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,243.10) Check to be Issued
Please Pay :		<u>\$15,998.31</u>

(\$3,243.10)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 5 05/25/2019

05/01/2019 to 05/31/2019

Date 05/10/2019

Invoice # S40943726

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 05/01/2019

Import #: S4094372

Item #	Description	Net Subtotal
100	BEVERAGES	1,116.13
200	CHIPS/SNACKS	6,509.66
300	CANDY/PASTRY	3,958.25
500	HYGIENE	716.63
700	MISCELLANEOUS	181.31
800	POSTAL	77.63
Subtotal :		\$12,559.60
Sales Tax :		\$291.24
Subtotal Plus Sales Tax :		<u>\$12,850.84</u>
Pass Thru Items:		\$0.00
Commission :		(\$2,602.49) Check to be Issued
Please Pay :		<u>\$12,850.84</u>

(\$2,602.49)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 6 06/29/2019

06/01/2019 to 06/30/2019

Date 06/07/2019

Invoice # S40944479

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 06/02/2019

Import #: S4094447

Item #	Description	Net Subtotal
100	BEVERAGES	1,327.65
200	CHIPS/SNACKS	6,412.89
300	CANDY/PASTRY	4,078.10
500	HYGIENE	657.09
700	MISCELLANEOUS	182.06
800	POSTAL	168.83
Subtotal :		\$12,826.62
Sales Tax :		\$292.37
Subtotal Plus Sales Tax :		<u>\$13,118.99</u>
Pass Thru Items:		\$0.00
Commission :		(\$2,639.15) Check to be Issued
Please Pay :		<u>\$13,118.99</u>

(\$2,639.15)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 7 07/27/2019

07/01/2019 to 07/31/2019

Date 07/05/2019
Invoice # S40945153
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 06/30/2019

Import #: S4094515

Item #	Description	Net Subtotal
100	BEVERAGES	1,927.01
200	CHIPS/SNACKS	9,814.56
300	CANDY/PASTRY	5,730.53
500	HYGIENE	749.48
700	MISCELLANEOUS	167.59
800	POSTAL	142.61
Subtotal :		\$18,531.77
Sales Tax :		\$411.23
Subtotal Plus Sales Tax :		<u>\$18,943.00</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,834.14) Check to be Issued
Please Pay :		<u>\$18,943.00</u>

(\$3,834.14)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 8 08/24/2019

08/01/2019 to 08/31/2019

Date 08/09/2019

Invoice # S40945861

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 08/04/2019

Import #: S4094586

Item #	Description	Net Subtotal
100	BEVERAGES	1,452.70
200	CHIPS/SNACKS	8,226.67
300	CANDY/PASTRY	5,008.54
500	HYGIENE	630.09
700	MISCELLANEOUS	149.13
800	POSTAL	154.40
Subtotal :		\$15,621.52
Sales Tax :		\$346.24
Subtotal Plus Sales Tax :		<u>\$15,967.76</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,224.89) Check to be Issued
Please Pay :		<u>\$15,967.76</u>

(\$3,224.89)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 9 09/28/2019

09/01/2019 to 09/30/2019

Date 09/06/2019

Invoice # S40946542

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 09/01/2019

Import #: S4094654

Item #	Description	Net Subtotal
100	BEVERAGES	1,754.51
200	CHIPS/SNACKS	10,590.78
300	CANDY/PASTRY	5,641.50
500	HYGIENE	887.52
700	MISCELLANEOUS	181.83
800	POSTAL	157.78
Subtotal :		\$19,213.93
Sales Tax :		\$431.68
Subtotal Plus Sales Tax :		<u>\$19,645.61</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,973.21) Check to be Issued
Please Pay :		<u>\$19,645.61</u>

(\$3,973.21)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Invoice

by Customer by Period End Date

Period 10 10/26/2019

10/01/2019 to 10/31/2019

Date 10/11/2019

Invoice # S40947281

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 10/06/2019

Import #: S4094728

Item #	Description	Net Subtotal
100	BEVERAGES	1,513.04
200	CHIPS/SNACKS	9,210.10
300	CANDY/PASTRY	4,697.78
500	HYGIENE	679.93
700	MISCELLANEOUS	160.75
800	POSTAL	79.60
Subtotal :		\$16,341.20
Sales Tax :		\$364.99
Subtotal Plus Sales Tax :		<u>\$16,706.19</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,390.54) Check to be Issued
Please Pay :		<u>\$16,706.19</u>

(\$3,390.54)

Please Remit Payment to:

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

Thank You For Your Business



Invoice

by Customer by Period End Date

Period 11 11/23/2019

11/01/2019 to 11/30/2019

Date 11/08/2019

Invoice # S40947878

Cust id 271

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Sold To :

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 11/03/2019

Import #: S4094787

Item #	Description	Net Subtotal
100	BEVERAGES	1,085.00
200	CHIPS/SNACKS	8,430.29
300	CANDY/PASTRY	3,749.91
500	HYGIENE	697.56
700	MISCELLANEOUS	152.18
800	POSTAL	112.80
Subtotal :		\$14,227.75
Sales Tax :		\$322.31
Subtotal Plus Sales Tax :		<u>\$14,550.06</u>
Pass Thru Items:		\$0.00
Commission :		(\$2,942.97) Check to be Issued
Please Pay :		<u>\$14,550.06</u>

(\$2,942.97)

Please Remit Payment to:

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

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

1

by Customer by Period End Date

Period 12 12/28/2019

12/01/2019 to 12/31/2019

Date 12/06/2019

Invoice # S40948441

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 12/01/2019

Import #: S4094844

Item #	Description	Net Subtotal
100	BEVERAGES	1,251.96
200	CHIPS/SNACKS	10,098.92
300	CANDY/PASTRY	4,634.68
500	HYGIENE	674.60
700	MISCELLANEOUS	153.16
800	POSTAL	69.86
Subtotal :		\$16,883.18
Sales Tax :		\$375.35
Subtotal Plus Sales Tax :		<u>\$17,258.53</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,505.58) Check to be Issued
Please Pay :		<u>\$17,258.53</u>

(\$3,505.58)

Please Remit Payment to:

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

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 1 01/25/2020

01/01/2020 to 12/31/2020

Date 01/10/2020

Invoice # S40049123

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 01/05/2020

Import #: S4004912

Item #	Description	Net Subtotal
100	BEVERAGES	15,118.14
200	CHIPS/SNACKS	128,435.44
300	CANDY/PASTRY	50,830.67
500	HYGIENE	10,566.56
700	MISCELLANEOUS	2,594.05
800	POSTAL	2,673.20
Subtotal :		\$210,218.05
Sales Tax :		\$4,769.93
Subtotal Plus Sales Tax :		<u>\$214,987.98</u>
Pass Thru Items:		\$0.00
Commission :		(\$43,273.10) Check to be Issued
Please Pay :		<u>\$214,987.98</u>

(\$43,273.10)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 1 01/25/2020

01/01/2020 to 01/31/2020

Date 01/10/2020

Invoice # S40049123

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 01/05/2020

Import #: S4004912

Item #	Description	Net Subtotal
100	BEVERAGES	1,099.46
200	CHIPS/SNACKS	9,252.79
300	CANDY/PASTRY	4,389.89
500	HYGIENE	700.88
700	MISCELLANEOUS	123.84
800	POSTAL	59.15
Subtotal :		\$15,626.02
Sales Tax :		\$350.22
Subtotal Plus Sales Tax :		<u>\$15,976.24</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,245.69) Check to be Issued
Please Pay :		<u>\$15,976.24</u>

(\$3,245.69)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 2 02/22/2020

02/01/2020 to 02/29/2020

Date 02/07/2020
Invoice # S40049582
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 02/02/2020

Import #: S4004958

Item #	Description	Net Subtotal
100	BEVERAGES	1,326.67
200	CHIPS/SNACKS	9,858.92
300	CANDY/PASTRY	5,607.10
500	HYGIENE	840.24
700	MISCELLANEOUS	268.71
800	POSTAL	114.07
Subtotal :		\$18,015.71
Sales Tax :		\$410.30
Subtotal Plus Sales Tax :		<u>\$18,426.01</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,732.49) Check to be Issued
Please Pay :		<u>\$18,426.01</u>

(\$3,732.49)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 3 03/28/2020

03/01/2020 to 03/31/2020

Date 03/06/2020
Invoice # S40050065
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 03/01/2020

Import #: S4005006

Item #	Description	Net Subtotal
100	BEVERAGES	1,422.60
200	CHIPS/SNACKS	12,442.50
300	CANDY/PASTRY	6,165.05
500	HYGIENE	991.63
700	MISCELLANEOUS	229.27
800	POSTAL	175.80
Subtotal :		\$21,426.85
Sales Tax :		\$482.20
Subtotal Plus Sales Tax :		<u>\$21,909.05</u>
Pass Thru Items:		\$0.00
Commission :		(\$4,430.84) Check to be Issued
Please Pay :		<u>\$21,909.05</u>

(\$4,430.84)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



Management Systems, Inc.

5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 4 04/25/2020

04/01/2020 to 04/30/2020

Date 04/10/2020
Invoice # S40050764
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 04/05/2020

Import #: S4005076

Item #	Description	Net Subtotal
100	BEVERAGES	892.99
200	CHIPS/SNACKS	9,211.91
300	CANDY/PASTRY	3,994.85
500	HYGIENE	666.42
700	MISCELLANEOUS	147.82
800	POSTAL	138.91
Subtotal :		\$15,052.91
Sales Tax :		\$336.35
Subtotal Plus Sales Tax :		<u>\$15,389.26</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,109.57) Check to be Issued
Please Pay :		<u>\$15,389.26</u>

(\$3,109.57)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 5 05/23/2020

05/01/2020 to 05/31/2020

Date 05/08/2020
Invoice # S40051335
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 05/03/2020

Import #: S4005133

Item #	Description	Net Subtotal
100	BEVERAGES	986.32
200	CHIPS/SNACKS	10,186.47
300	CANDY/PASTRY	4,302.55
500	HYGIENE	963.59
700	MISCELLANEOUS	178.13
800	POSTAL	191.82
Subtotal :		\$16,808.88
Sales Tax :		\$386.44
Subtotal Plus Sales Tax :		<u>\$17,195.32</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,464.66) Check to be Issued
Please Pay :		<u>\$17,195.32</u>

(\$3,464.66)

Please Remit Payment to:

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

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 6 06/27/2020

06/01/2020 to 06/30/2020

Date 06/05/2020
Invoice # S40051797
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 05/31/2020

Import #: S4005179

Item #	Description	Net Subtotal
100	BEVERAGES	1,509.80
200	CHIPS/SNACKS	13,053.24
300	CANDY/PASTRY	5,164.02
500	HYGIENE	942.91
700	MISCELLANEOUS	252.46
800	POSTAL	352.59
Subtotal :		\$21,275.01
Sales Tax :		\$475.03
Subtotal Plus Sales Tax :		<u>\$21,750.04</u>
Pass Thru Items:		\$0.00
Commission :		(\$4,362.33) Check to be Issued
Please Pay :		<u>\$21,750.04</u>

(\$4,362.33)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 7 07/25/2020

07/01/2020 to 07/31/2020

Date 07/10/2020

Invoice # S40052348

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 07/05/2020

Import #: S4005234

Item #	Description	Net Subtotal
100	BEVERAGES	869.22
200	CHIPS/SNACKS	8,387.65
300	CANDY/PASTRY	2,834.02
500	HYGIENE	512.05
700	MISCELLANEOUS	139.34
800	POSTAL	253.79
Subtotal :		\$12,996.07
Sales Tax :		\$285.72
Subtotal Plus Sales Tax :		<u>\$13,281.79</u>
Pass Thru Items:		\$0.00
Commission :		(\$2,656.77) Check to be Issued
Please Pay :		<u>\$13,281.79</u>

(\$2,656.77)

Please Remit Payment to:

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

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 8 08/22/2020

08/01/2020 to 08/31/2020

Date 08/07/2020

Invoice # S40052664

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 08/02/2020

Import #: S4005266

Item #	Description	Net Subtotal
100	BEVERAGES	1,208.92
200	CHIPS/SNACKS	11,820.34
300	CANDY/PASTRY	3,492.65
500	HYGIENE	1,044.56
700	MISCELLANEOUS	269.65
800	POSTAL	481.50
Subtotal :		\$18,317.62
Sales Tax :		\$418.88
Subtotal Plus Sales Tax :		<u>\$18,736.50</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,718.83) Check to be Issued
Please Pay :		<u>\$18,736.50</u>

(\$3,718.83)

Please Remit Payment to:
Oasis Management Systems Inc.
5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041

Thank You For Your Business



5320 Lake Pointe Center Dr
 Suite A
 Cumming, GA 30041
 (800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 9 09/26/2020

09/01/2020 to 09/30/2020

Date 09/04/2020
 Invoice # S40053138
 Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
 3344 PRESSON RD
 MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
 3344 PRESSON RD
 MONROE, NC 28112

Comments/Sale Date: 09/02/2020

Import #: S4005313

Item #	Description	Net Subtotal
100	BEVERAGES	1,109.61
200	CHIPS/SNACKS	10,254.31
300	CANDY/PASTRY	3,292.45
500	HYGIENE	889.11
700	MISCELLANEOUS	257.38
800	POSTAL	301.87
Subtotal :		\$16,104.73
Sales Tax :		\$370.04
Subtotal Plus Sales Tax :		<u>\$16,474.77</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,294.90) Check to be Issued
Please Pay :		<u>\$16,474.77</u>

(\$3,294.90)

Please Remit Payment to:
 Oasis Management Systems Inc.
 5320 Lake Pointe Center Dr
 Suite A
 Cumming, GA 30041

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 10 10/24/2020

10/01/2020 to 10/31/2020

Date 10/09/2020

Invoice # S40053513

Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 10/04/2020

Import #: S4005351

Item #	Description	Net Subtotal
100	BEVERAGES	1,169.80
200	CHIPS/SNACKS	10,374.41
300	CANDY/PASTRY	3,360.98
500	HYGIENE	853.86
700	MISCELLANEOUS	245.25
800	POSTAL	176.92
Subtotal :		\$16,181.22
Sales Tax :		\$371.35
Subtotal Plus Sales Tax :		<u>\$16,552.57</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,336.90) Check to be Issued
Please Pay :		<u>\$16,552.57</u>

(\$3,336.90)

Please Remit Payment to:

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

Thank You For Your Business



Invoice

by Customer by Period End Date

Date 11/06/2020
 Invoice # S40053823
 Cust id 271

Period 11 11/21/2020

11/01/2020 to 11/30/2020

5320 Lake Pointe Center Dr
 Suite A
 Cumming, GA 30041
 (800) 956-2747 (800) 95-OASIS

Sold To :

Ship To :

UNION COUNTY SHERIFF'S OFFICE
 3344 PRESSON RD
 MONROE, NC 28112

UNION COUNTY SHERIFF'S OFFICE
 3344 PRESSON RD
 MONROE, NC 28112

Comments/Sale Date: 11/01/2020

Import #: S4005382

Item #	Description	Net Subtotal
100	BEVERAGES	1,956.37
200	CHIPS/SNACKS	13,832.45
300	CANDY/PASTRY	4,834.46
500	HYGIENE	1,360.24
700	MISCELLANEOUS	298.88
800	POSTAL	213.94
Subtotal :		\$22,496.34
Sales Tax :		\$523.65
Subtotal Plus Sales Tax :		<u>\$23,019.99</u>
Pass Thru Items:		\$0.00
Commission :		(\$4,645.88) Check to be Issued
Please Pay :		<u>\$23,019.99</u>

(\$4,645.88)

Please Remit Payment to:

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

Thank You For Your Business



5320 Lake Pointe Center Dr
Suite A
Cumming, GA 30041
(800) 956-2747 (800) 95-OASIS

Invoice

by Customer by Period End Date

Period 12 12/26/2020

12/01/2020 to 12/31/2020

Date 12/11/2020
Invoice # S40054181
Cust id 271

Sold To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Ship To :

UNION COUNTY SHERIFF'S OFFICE
3344 PRESSON RD
MONROE, NC 28112

Comments/Sale Date: 12/06/2020

Import #: S4005418

Item #	Description	Net Subtotal
100	BEVERAGES	1,566.37
200	CHIPS/SNACKS	9,760.44
300	CANDY/PASTRY	3,392.65
500	HYGIENE	801.06
700	MISCELLANEOUS	183.33
800	POSTAL	212.84
Subtotal :		\$15,916.69
Sales Tax :		\$359.75
Subtotal Plus Sales Tax :		<u>\$16,276.44</u>
Pass Thru Items:		\$0.00
Commission :		(\$3,274.25) Check to be Issued
Please Pay :		<u>\$16,276.44</u>

(\$3,274.25)

Please Remit Payment to:

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

Thank You For Your Business