



## STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR  
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF CORRECTIONS  
JERRY W. BARTRUFF, DIRECTOR

November 28, 2016

Waiver approved as requested to extend  
contracts for 6 months  
s/Janet E. Phipps/  
12/02/2016

Janet E. Phipps, Director  
Dept. of Administrative Services  
Hoover Building, 3rd Floor  
1305 E. Walnut  
Des Moines, IA 50319

Dear Director Phipps,

The Department of Corrections (DOC) is requesting a waiver as described in 11 IAC 118.16(2) regarding the contract term length for vending services at various DOC locations. The specific contracts are MA 005 3757-10A with Canteen Vending Services for vending machines and MA 005 4432-13B with Debitex for non-cash service on vending machines (must use facility issued "Smart Card"). These contracts both expire on December 31, 2016.

Specifically, DOC seeks a waiver of the six-year contract limitation set forth in IAC 118.11(3) applicable to these service contracts. DOC applies for this waiver because it is in the best interests of DOC and its institutions to extend the existing contracts for an additional 6 months in order to continue vending operations while the agency determines the most appropriate course of action for replacement of vending services at its institutions and successfully contracts with a new vendor or vendors to provide the services.

DOC has already begun the internal process and conversations with institutions to determine our course of action. We anticipate fully completing the contracting task and having a new agreement or agreements in place to commence vending services no later than June 30, 2017.

We respectfully request your approval of this waiver request and please do not hesitate to contact me if you have any questions or require additional information.

Thanks and best regards,

Jerry W. Bartruff  
Director

The mission of the Iowa Department of Corrections is:  
**Creating Opportunities for Safer Communities**

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