



# Request for Proposals

On-Site Commissary Services  
Forsyth County Sheriff's Office Law Enforcement  
and Detention Center (LEDC)  
Winston-Salem, North Carolina

Proposals due

**October 10, 2025 / 12:00 Noon**

**\*\*\*NOTE: THIS IS NOT THE COMPLETE BID DOCUMENT\*\*\***

*To obtain a complete copy of the RFP, including the full scope of work being requested and instructions for submitting a proposal, please contact Russell Frye, City/County Purchasing by email at [russellf@cityofws.org](mailto:russellf@cityofws.org) during normal business hours of 8 am - 5 pm, Monday through Friday.*

# MANDATORY PRE-PROPOSAL CONFERENCE / SITE VISIT

will be conducted at the  
Forsyth County Law Enforcement and Detention Center  
Winston-Salem, NC 27101

**September 23, 2025 / 10:00 AM**

Please meet at the north-west corner of Second St. and N. Chestnut St.  
(see below)



The purpose of the Mandatory pre-proposal conference is to allow prospective service providers to view the scope of work involved in the Forsyth County Law Enforcement and Detention Center (LEDC) On-Site Commissary Services contract and to allow for questions concerning the work.

Please arrive early at the near north-west corner of Second Street and N. Chestnut St. (see map on previous page). Walk up the sidewalk, towards the entrances of the building, past the Magistrate's Office entrance, to the glass door entrance of the LEDC. A County representative will get you into the meeting room location.

Attendance at the pre-proposal conference is mandatory. Proposals submitted by prospective service providers not in attendance will not be considered for contract award.

Following a pre-proposal conference, a site visit will be conducted of the Forsyth County Law Enforcement and Detention Center (201 N. Church St.).

Electronic proposals will be received by the City/County Purchasing Department by email at [bids@cityofws.org](mailto:bids@cityofws.org) until 12:00 Noon, Friday, October 10, 2025.