

**State of Maine  
Master Score Sheet**

| RFP# 202508123  |  |                                    |                  |                         |  |
|---|--|------------------------------------|------------------|-------------------------|--|
| <u>Dietician/Nutritional Consultant</u>               |  |                                    |                  |                         |  |
| Bidder Name:  |  | Correctional Nutrition Consultants | DIOSS            | JayKay Medical Services |  |
| Proposed Cost:  |  | \$82.50/hr                         | \$110.00/hr      | NA - Disqualified       |  |
| Scoring Sections                                      |  | Points Available                   |                  |                         |  |
| Section I: Organization Qualifications and Experience |  | 50                                 | 50               | 25                      |  |
| Section II: Proposed Services                         |  | 25                                 | 20               | 12                      |  |
| Section III: Cost Proposal                            |  | 25                                 | 25               | 18.75                   |  |
| <b>TOTAL</b>  |  | <b><u>100</u></b>                  | <b><u>95</u></b> | <b><u>55.75</u></b>     |  |



JANET T. MILLS  
GOVERNOR

Randall A. Liberty  
COMMISSIONER

DEPARTMENT OF CORRECTIONS

**RFP# 202508123**  
**Dietician/Nutritional Consultant**

**1. Purpose**

Through the subject RFP, the Department sought proposals for a Dietician/Nutritional Consultant to assist in nutritional planning for six Maine DOC facilities.

**2. Evaluation Process**

An evaluation team was composed of three evaluators from DOC facilities. The evaluation team performed individual evaluations of each eligible proposal and recorded individual notes, then met as a team to apply the consensus method for recording the team notes and assigning scores to each proposal for Qualifications and Experience and the Proposed Services sections. Cost was scored using a mathematical formula.

**3. Conditional Awards**

As a result of the evaluation process, the evaluation team announced its conditional contract awards to the following vendors:

- Correctional Nutrition Consultants Ltd.

**Below are the key factors that resulted in the award selection(s) made through this evaluation process:**

**4. Qualifications & Experience**

- Bidder has worked with other correctional facilities across the US.
- Been used as a nutritional expert witness in various court cases.
- Projects provided very much relevant to the services being sought in RFP.

**5. Proposed Services**

- Fully addressed requirement for therapeutic and religious diet considerations.
- Clear and concise reporting documentation
- Provides staff training on medical diet program.



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**DEPARTMENT OF CORRECTIONS**

**6. Cost Proposal**

Correctional Nutrition Consultants Ltd submitted an hourly rate of \$82.50 and was the lowest cost proposed.

**7. Conclusion**

Out of 100 possible points, the evaluation team awarded Correctional Nutrition Consultants Ltd a total score of 95 points. The strength of awarded proposal outweighed the other proposals through a combination of its qualifications and experience, proposed services, and proposed cost. The evaluation team determined that the proposal submitted by Correctional Nutrition Consultants Ltd represents the best value to the State of Maine.



**STATE OF MAINE  
DEPARTMENT OF CORRECTIONS**

**Janet T. Mills  
Governor**

**Randall A. Liberty  
Commissioner**

November 25, 2025

Correctional Nutrition Consultants Ltd.  
2285 Mt. Pleasant St. NW  
North Canton, OH 44720  
Email: [bwakeen@gmail.com](mailto:bwakeen@gmail.com)

**SUBJECT: Notice of Conditional Contract Award under RFP # 202508123, Dietician/Nutritional Consultant.**

Dear Ms. Wakeen:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Corrections for a Dietician/Nutritional Consultant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Correctional Nutrition Consultants

The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

*Chad Lewis*

Chad Lewis  
Director of Special Projects  
Maine Department of Corrections  
State House Station 111  
Augusta, ME 04333-0111  
Email: [Chad.Lewis@maine.gov](mailto:Chad.Lewis@maine.gov)

## **STATEMENT OF APPEAL RIGHTS**

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).



**STATE OF MAINE  
DEPARTMENT OF CORRECTIONS**

**Janet T. Mills  
Governor**

**Randall A. Liberty  
Commissioner**

November 25, 2025

DIOSS LLC  
777 Brickell Ave., ST 500, PMB 1003  
Miami, FL 33131  
Email: [dmontecillo@diossllc.com](mailto:dmontecillo@diossllc.com)

**SUBJECT: Notice of Conditional Contract Award under RFP # 202508123, Dietician/Nutritional Consultant.**

Dear Ms. Montecillo:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Corrections for a Dietician/Nutritional Consultant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Correctional Nutrition Consultants

The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

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Sincerely,

*Chad Lewis*

Chad Lewis  
Director of Special Projects  
Maine Department of Corrections  
State House Station 111  
Augusta, ME 04333-0111  
Email: [Chad.Lewis@maine.gov](mailto:Chad.Lewis@maine.gov)

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**STATE OF MAINE  
DEPARTMENT OF CORRECTIONS**

**Janet T. Mills  
Governor**

**Randall A. Liberty  
Commissioner**

November 25, 2025

JayKay Services Inc. dba JayKay Medical Staffing  
2054 Classique Lane  
Tavares, FL 32778  
Email: [nmalika@jaykaymedicalstaffing.com](mailto:nmalika@jaykaymedicalstaffing.com)

**SUBJECT: Notice of Conditional Contract Award under RFP # 202508123, Dietician/Nutritional Consultant.**

Dear Ms. Malika:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Corrections for a Dietician/Nutritional Consultant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Correctional Nutrition Consultants

The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

*Chad Lewis*

Chad Lewis  
Director of Special Projects  
Maine Department of Corrections  
State House Station 111  
Augusta, ME 04333-0111  
Email: [Chad.Lewis@maine.gov](mailto:Chad.Lewis@maine.gov)

## **STATEMENT OF APPEAL RIGHTS**

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**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** Correctional Nutrition Consultants  
**DATE:** 10/17/2025

**SUMMARY PAGE**

**Department Name:** Corrections  
**Name of RFP Coordinator:** Chad Lewis  
**Names of Evaluators:** Krista Okerholm, Jonathan Rockwell, Jeffrey Space

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| <b><u>Scoring Sections</u></b>                        | <b><u>Points Available</u></b> | <b><u>Points Awarded</u></b> |
|---|--------------------------------|------------------------------|
| Section I. Organization Qualifications and Experience | <b>50</b>                      | <b>50</b>                    |
| Section II. Proposed Services                         | <b>25</b>                      | <b>20</b>                    |
| Section III. Cost Proposal                            | <b>25</b>                      | <b>25</b>                    |
| <b><u>Total Points</u></b>                            | <b><u>100</u></b>              | <b><u>95</u></b>             |

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** Correctional Nutrition Consultants  
**DATE:** 10/17/2025

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

|   | <u>Points Available</u> | <u>Points Awarded</u> |
|---|-------------------------|-----------------------|
| Section I. Organization Qualifications and Experience | <b>50</b>               | <b>50</b>             |

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**Evaluation Team Comments:**

**1. Overview of the Organization**

- Current contractor, since 2015.
- Organization nutritional based. Has done other correctional centers in the U.S.
- Est 1995 – in business 30 years.
- Been called as a nutritional expert witness 13 times for the courts.
- Provided three projects – very much relevant to the services being sought in RFP.

**2. Subcontractors**

- NA

**3. Litigation**

- Listed one case but did not appear to be named as a party/defendant in that case. No information if case is ongoing or was resolved.

**4. Licensure/Certification**

- Academy of Nutrition and Dietetics
- Licensed Dietitian in the State of Maine
- Licensed in multiple states

**5. Certificate of Insurance**

- Provided and current. No concerns.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** Correctional Nutrition Consultants  
**DATE:** 10/17/2025

**EVALUATION OF SECTION III  
Proposed Services**

|                               | <u>Points Available</u> | <u>Points Awarded</u> |
|-------------------------------|-------------------------|-----------------------|
| Section II. Proposed Services | <b>25</b>               | <b>20</b>             |

**Evaluation Team Comments:**

**1. Nutritional Consulting Services**

- Provides food service and clinical dietary consultation.
- Includes therapeutic and religious diets.
- Provides menu revisions to adhere to department policy and regulations.
- Services provided met the requirements of the RFP.

**2. Deliverables & Reporting**

- Providing oversight and modification to current menu templates to be in compliance with ACA standards.
- Provide quarterly and annual required documentation/reports.
- One annual visit, on site visit, per facility.
- Provides staff training on medical diet program.
- Did not address response time or how communication would occur in proposal. However, there are no communication concerns under current contract.
- Fulfills the requirements of the RFP.

**3. Facilities**

- Addressed DOC as a whole, did not breakdown by facility.
- Provides various menus based on residents' needs (i.e. adults and juveniles).

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** Correctional Nutrition Consultants  
**DATE:** 10/17/2025

**EVALUATION OF SECTION III  
Cost Proposal**

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| Lowest Submitted<br>Hourly Rate | / | Hourly Rate<br>Being Scored | x | Score<br>Weight  | = | Score     |
|---------------------------------|---|-----------------------------|---|------------------|---|-----------|
| <b>\$82.50</b>                  | / | <b>\$82.50</b>              | x | <b>25 points</b> | = | <b>25</b> |

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** DIOSS  
**DATE:** 10/17/2025

**SUMMARY PAGE**

**Department Name:** Corrections  
**Name of RFP Coordinator:** Chad Lewis  
**Names of Evaluators:** Krista Okerholm, Jonathan Rockwell, Jeffrey Space

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| <b><u>Scoring Sections</u></b>                        | <b><u>Points Available</u></b> | <b><u>Points Awarded</u></b> |
|---|--------------------------------|------------------------------|
| Section I. Organization Qualifications and Experience | <b>50</b>                      | <b>25</b>                    |
| Section II. Proposed Services                         | <b>25</b>                      | <b>12</b>                    |
| Section III. Cost Proposal                            | <b>25</b>                      | <b>18.75</b>                 |
| <b><u>Total Points</u></b>                            | <b><u>100</u></b>              | <b><u>55.75</u></b>          |

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** DIOSS  
**DATE:** 10/17/2025

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

|   | <u>Points Available</u> | <u>Points Awarded</u> |
|---|-------------------------|-----------------------|
| Section I. Organization Qualifications and Experience | <b>50</b>               | <b>25</b>             |

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**Evaluation Team Comments:**

**1. Overview of the Organization**

- In business for 4 years.
- No correctional experience provided.
- Contract Administrator brings 15 years of nutrition experience.
- Will provide services as a hybrid model. Application based services, virtual tele dietitians with in-person as needed.

**2. Subcontractors**

- NA

**3. Litigation**

- NA

**4. Licensure/Certification**

- Registered dietician – not in the State of Maine but in multiple states.

**5. Certificate of Insurance**

- Provided

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** DIOSS  
**DATE:** 10/17/2025

**EVALUATION OF SECTION III  
Proposed Services**

|                               | <u>Points Available</u> | <u>Points Awarded</u> |
|-------------------------------|-------------------------|-----------------------|
| Section II. Proposed Services | <b>25</b>               | <b>12</b>             |

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**Evaluation Team Comments:**

**1. Nutritional Consulting Services**

- Menu cycle reviews.
- Therapeutic and religious diet oversight.
- Food safety and sanitations inspections.
- Annual reporting and compliance documentation.
- Addressed two-day response time.
- Heavy emphasis on software/teledietician.
- Dieticians available “as needed”.

**2. Deliverables & Reporting**

- Dietician services to support menu cycles.
- Food safety inspections completed as needed.
- Prepare annual compliance reports.
- Implementation of nutrition-based software.

**3. Facilities**

- Addressed DOC as a whole, not broken down by facility.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** DIOSS  
**DATE:** 10/17/2025

**EVALUATION OF SECTION III  
Cost Proposal**

---

| Lowest Submitted<br>Hourly Rate | / | Hourly Rate<br>Being Scored | x | Score<br>Weight  | = | Score        |
|---------------------------------|---|-----------------------------|---|------------------|---|--------------|
| <b>\$82.50</b>                  | / | <b>\$110.00</b>             | x | <b>25 points</b> | = | <b>18.75</b> |

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** JayKay Medical Services  
**DATE:** 10/17/2025

**SUMMARY PAGE**

**Department Name:** Corrections  
**Name of RFP Coordinator:** Chad Lewis  
**Names of Evaluators:** Krista Okerholm, Jonathan Rockwell, Jeffrey Space

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**Disqualified**

| <b><u>Scoring Sections</u></b>                        | <b><u>Points Available</u></b> | <b><u>Points Awarded</u></b> |
|---|--------------------------------|------------------------------|
| Section I. Organization Qualifications and Experience | <b>50</b>                      | <b>NA</b>                    |
| Section II. Proposed Services                         | <b>25</b>                      | <b>NA</b>                    |
| Section III. Cost Proposal                            | <b>25</b>                      | <b>NA</b>                    |
| <b><u>Total Points</u></b>                            | <b><u>100</u></b>              | <b><u>NA</u></b>             |

*The proposal has been determined to be non-responsive due to failing to provide information regarding Organization Qualifications and Experience & Proposed Services criteria. It has, therefore, been disqualified from award consideration.*

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** JayKay Medical Services  
**DATE:** 10/17/2025

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

|   | <u>Points Available</u> | <u>Points Awarded</u> |
|---|-------------------------|-----------------------|
| Section I. Organization Qualifications and Experience | <b>50</b>               | <b>NA</b>             |

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**Evaluation Team Comments:**

- 1. Overview of the Organization**
  - Medical staffing agency.
  - Examples given provided health care personal, not nutrition/dietician consultant services.
- 2. Subcontractors**
  - NA
- 3. Litigation**
  - None listed – did not address
- 4. Licensure/Certification**
  - None provided
- 5. Certificate of Insurance**
  - None provided

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** JayKay Medical Services  
**DATE:** 10/17/2025

**EVALUATION OF SECTION III  
Proposed Services**

|                               | <u>Points Available</u> | <u>Points Awarded</u> |
|-------------------------------|-------------------------|-----------------------|
| Section II. Proposed Services | <b>25</b>               | <b>NA</b>             |

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**Evaluation Team Comments:**

- 1. Nutritional Consulting Services**
  - Non-responsive. Not addressed in proposal submission.
- 2. Deliverables & Reporting**
  - Non-responsive. Not addressed in proposal submission.
- 3. Facilities**
  - Non-responsive. Not addressed in proposal submission.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202508123  
**RFP TITLE:** Dietician/Nutritional Consultant  
**BIDDER:** JayKay Medical Services  
**DATE:** 10/17/2025

**EVALUATION OF SECTION III  
Cost Proposal**

---

| Lowest Submitted<br>Hourly Rate | / | Hourly Rate<br>Being Scored | x | Score<br>Weight  | = | Score |
|---------------------------------|---|-----------------------------|---|------------------|---|-------|
|                                 | / |                             | x | <b>25 points</b> | = |       |

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** Correctional Nutrition Consultants

**DATE:** 10.15.25

**EVALUATOR NAME:** Krista Okerholm

**EVALUATOR DEPARTMENT:** Corrections

\*\*\*\*\*

**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- P – Registered Dietician Nutritionist in 15 states, with experience in nutritional services within corrections since 1988.
- P – Company specializes in Correctional Nutrition Services
- P – Current Dietician, been with MDOC since 2015

2. Subcontractors

- None
- 

3. Litigation

- Q – One listed on overview form, where resident is self-representing regarding religion
- P – Barbara has been called on numerous occasions to verify documentation and be a witness.

4. Licensure/Certification

- P – enclosed and current
- 

5. Certificate of Insurance

- 
- P – enclosed and current

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** Correctional Nutrition Consultants

**DATE:** 10.15.25

**EVALUATOR NAME:** Krista Okerholm

**EVALUATOR DEPARTMENT:** Corrections

II. Proposed Services

1. Nutritional Consulting Services

- P – Provide Medical Diets based on Medical Diet Programs
- P – Provide Food Service and Clinical Dietary Consultation
- P – Review Menu Substitutions, Approve/Make Recommendations for all special diets and handouts for manual.

2. Deliverables & Reporting

- P – Develop, analyze approve and assess cost effective menus
- P – Provide Religious Diets in accordance with government agency requirements
- P – provide documentation and guidance for Child Nutrition
- P – Establish and write bid specifications for special and religious diets
- Q – expert witness services
- P – Tests and analyses recipes to coincide with special diets

3. Facilities

- P - MDOC
- P – Arizona Department of Juvenile Detention
- P – Kellwell Food Management

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** Correctional Nutrition Consultants1

**DATE:** 10/16/2025

**EVALUATOR NAME:** Jonathan Rockwell

**EVALUATOR DEPARTMENT:** Corrections

\*\*\*\*\*

**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- Nutritional Based
- Many years of nutritional services in a correctional setting

2. Subcontractors

- No
- 

3. Litigation

- None noted
- 

4. Licensure/Certification

- Provided
- 

5. Certificate of Insurance

- Provided
-

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** Correctional Nutrition Consultants1

**DATE:** 10/16/2025

**EVALUATOR NAME:** Jonathan Rockwell

**EVALUATOR DEPARTMENT:** Corrections

II. Proposed Services

1. Nutritional Consulting Services

- Numerous examples
- 
- 

2. Deliverables & Reporting

- 
- 
- 

3. Facilities

- Numerous Correctional Facilities
- 
-

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** Correctional Nutrition Consultants

**DATE:** October 14, 2025

**EVALUATOR NAME:** Jeffrey Space

**EVALUATOR DEPARTMENT:** Corrections

\*\*\*\*\*

**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- 30 Years in business
- Company operates with a single employee
- Contracts include work with correctional facilities, ICE facilities, Customs and Border Facilities, Rehabilitation Facilities, Child Nutrition Programs, Food Service Manufactures, and recipe and nutritional analysis.
- Experience in clinical trials (1996-2010)
- Called upon to be an expert witness 13 times regarding nutritional documentation and review.
- Licensed in 15 states, including Maine

CNC meets the required experience to fulfill the RFP. 3 projects were listed on the qualifications and experience form.

2. Subcontractors

- N/A

3. Litigation

- Listed one case. Did not state if this is still active or closed.

4. Licensure/Certification

- Current RDN licenses provided (License# DI1238, exp 12/31/25)

5. Certificate of Insurance

- Certificate of Insurance provided.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** Correctional Nutrition Consultants

**DATE:** October 14, 2025

**EVALUATOR NAME:** Jeffrey Space

**EVALUATOR DEPARTMENT:** Corrections

II. Proposed Services

1. Nutritional Consulting Services

The following were stated in CNC's Scope of services.

- Provide menu development to meet nutritional need based on all governing standards including ACA.
- Provide medical diets
- Provide religious diet menus and menu plans
- Provide consultation in diet education, food safety and /or contract monitoring with both on-site and remote visits.

These were highlighted in the services provided which met the requirements of the RFP.

2. Deliverables & Reporting

- Review of menu substitutions
- Provide menus bases on high activity, adult male, adult female and a youth menu based Federal Child Nutrition guidelines.
- Provide documentation and guidance for achievement and compliance for state and federal guidelines, nationally recognized accreditation standards and Child Nutrition regulations at least annually and as requested.
- Formulate, test and complete nutritional analysis of recipes and fortified foods.
- Provide Statement of Nutritional Adequacy for each menu based on nutritional analysis, reflecting ACA standards for respective facilities.
- Provide quarterly reports on all therapeutic diets
- Provide quarterly reports on religious diets
- Provide one annual visit
- Q- How will communication occur?

The deliverables and reporting meet the scope of the RFP criteria.

3. Facilities

- I didn't see where CNC's services specifically mention each individual facility, just MDOC as a whole.

Summary- Proposal meets the requirements of the RFP.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** DIOSS

**DATE:** 10.15.25

**EVALUATOR NAME:** Krista Okerholm

**EVALUATOR DEPARTMENT:** Corrections

\*\*\*\*\*

**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- P - DIOSS – offering mostly “Tele dieticians” with in person site visits as needed
- I – Organization relies heavily on software-based system called Qi Suite to address customer needs.
- Q – is the software and maintenance an additional fee
- Q – Is there a software tech to assist in navigation
- P – Cost Structure Scale is included

2. Subcontractors

- Q – 20 employees working remotely, are there set hours? They do not see a need to subcontract but are willing to bring in subject matter experts if need be.
- 

3. Litigation

- P – Not currently involved in any
- P – Have not been involved in any for the last five years
- 

4. Licensure/Certification

- P – Dawn Monticello (contract manager and oversight lead), has licensure in Texas, New Mexico, North Dakota and Oregon.
- P – has a current registered dietician nutritionist through 8/31/26

5. Certificate of Insurance

- 
- P – yes, this was enclosed

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** DIOSS

**DATE:** 10.15.25

**EVALUATOR NAME:** Krista Okerholm

**EVALUATOR DEPARTMENT:** Corrections

II. Proposed Services

1. Nutritional Consulting Services

Q – Qi suite software, a health professional assigned with the support of the company heads (Registered Dietician & Dr. Diesell Donahoe)

Q – What is the accessibility

2. Deliverables & Reporting

- P – Listed many desirable services to include menu cycle review, therapeutic and religious oversight as well as safety inspections such as monitoring all logs and working with DHHS reports.

3. Facilities

- P - Mt. Hood Community College
- N – Dignity Health, various locations
-

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** DIOSS

**DATE:** 10/16/2025

**EVALUATOR NAME:** Jonathan Rockwell

**EVALUATOR DEPARTMENT:** Corrections

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**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- 2021 Company
- No experience noted in a correctional setting
- 

2. Subcontractors

- None noted
- Would seek approval if needed
- 

3. Litigation

- None noted
- 

4. Licensure/Certification

- Provided
- Not Maine license

5. Certificate of Insurance

- Provided
- Expires before contract starts
-

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** DIOSS

**DATE:** 10/16/2025

**EVALUATOR NAME:** Jonathan Rockwell

**EVALUATOR DEPARTMENT:** Corrections

II. Proposed Services

1. Nutritional Consulting Services

- 

2. Deliverables & Reporting

- Online application based
- 
- 

3. Facilities

- Hospitals
- Community College
- 
-

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** DIOSS

**DATE:** October 15, 2025

**EVALUATOR NAME:** Jeffrey Space

**EVALUATOR DEPARTMENT:** Corrections

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**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- Company in business for 4 years
- Work to be overseen by Vice President of Business development Dawn Montecillo with 15 years in professional practice and 13 years leadership experience clinical nutrition, foodservice operations, and compliance-driven program initiatives.
- Company provides services through their Qi TeleDietitians program and proprietary Qi Suite platform.
- Company provides services through a hybrid model using virtual technology and on-site visits as needed.
- Company part of the Compass Group
- Company utilizes LEAN and Six Sigma practices
- I- I did not see any experience related to correctional facilities, just healthcare.
- Q- If using proprietary software, what happens when the contract would come to an end?

2. Subcontractors

- N/A

3. Litigation

- No litigation within the past 5 years

4. Licensure/Certification

- Dietetic Registration provided for Dawn Montecillo (Registration# 1001312) from the Commission on Dietetic Registration.
- I- The proposal did mention a team of dieticians to assist

5. Certificate of Insurance

- Certificate of insurance was provided

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** DIOSS

**DATE:** October 15, 2025

**EVALUATOR NAME:** Jeffrey Space

**EVALUATOR DEPARTMENT:** Corrections

II. Proposed Services

1. Nutritional Consulting Services

The following were stated in DIOSS scope of services

- Menu Cycle Reviews – Conduct comprehensive review and evaluation of DOC menu cycles to ensure compliance with ACA standards and dietary guidelines.
- Therapeutic and Religious Diet Oversight – Review and monitor specialized diet requests, ensuring appropriate accommodations while maintaining compliance.
- Food Safety and Sanitation Inspections – Perform facility-level food safety inspections, review temperature logs, and support corrective action planning.
- Annual Reporting and Compliance Documentation – Prepare annual reports summarizing menu evaluations, inspections, and compliance status with ACA standards.
- Response to Dietary Inquiries – Provide timely responses (within two business days) to dietary and nutrition-related inquiries from DOC staff.
- Hybrid Support Model – Deliver services through a virtual-first model with scheduled onsite visits to DOC facilities to ensure consistent support and responsiveness.

These were highlighted in the services provided which met the requirements of the RFP.

2. Deliverables & Reporting

As stated in their scope of services, the company will supply the following.

- Therapeutic and religious oversight
- Food safety and sanitation inspections
- Annual reporting and compliance documentation
- Provide timely response to inquiries within two days.
- Q- Would reporting be automated on their platform?
- Q- Are services compatible in a corrections setting?

3. Facilities

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** DIOSS

**DATE:** October 15, 2025

**EVALUATOR NAME:** Jeffrey Space

**EVALUATOR DEPARTMENT:** Corrections

- I did not see where DIOSS addresses each individual facility, only DOC as a whole.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** JayKay Medical Services

**DATE:** 10.15.25

**EVALUATOR NAME:** Krista Okerholm

**EVALUATOR DEPARTMENT:** Corrections

\*\*\*\*\*

**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- I – Essentially a medical personnel staffing organization.
- P - They bring 21 years of experience w/ specialized healthcare staff, to include a veterans nursing facility, Nebraska Department of Corrections & Escambia County Corrections
- P – They have a network of dieticians
- P – Always on Call

2. Subcontractors

- I – Jay Kay will subcontract per our needs
- 

3. Litigation

- Q/N – Not specified
- 

4. Licensure/Certification

- Q – Mentioned for different affiliates but not listed as this position would most likely be subcontracted, but stated all documentation is current.
- 

5. Certificate of Insurance

- 
- Q – Not specified but listed as current.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** JayKay Medical Services

**DATE:** 10.15.25

**EVALUATOR NAME:** Krista Okerholm

**EVALUATOR DEPARTMENT:** Corrections

II. Proposed Services

1. Nutritional Consulting Services

Q/N – a wide array of nursing services was listed, but I did not see anything dietician specific.

- 
- 

2. Deliverables & Reporting

- Q/N – A broad overview of nursing services was listed but nothing nutrition specific.

- 
- 

3. Facilities

- Q - West Virginia Veterans Nursing Facility
- Q - Nebraska Department of Corrections
- Q - Escambia County Corrections

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** JayKay Medical Services

**DATE:** 10/16/25

**EVALUATOR NAME:** Jonathan Rockwell

**EVALUATOR DEPARTMENT:** Corrections

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**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- Medical Focus
- 

2. Subcontractors

- None noted
- 

3. Litigation

- None noted

4. Licensure/Certification

- Not Provided
- 

5. Certificate of Insurance

- Not Provided
-

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** JayKay Medical Services

**DATE:** 10/16/25

**EVALUATOR NAME:** Jonathan Rockwell

**EVALUATOR DEPARTMENT:** Corrections

II. Proposed Services

1. Nutritional Consulting Services

- Hospital
- Health care staffing provider for corrections
- 

2. Deliverables & Reporting

- 
- 
- 

3. Facilities

- Heathcare staffing provider for corrections in Nebraska
- 
-

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202508123

**RFP TITLE:** Dietician/Nutritional Consultant

**BIDDER NAME:** JayKay Medical Services

**DATE:** October 15, 2025

**EVALUATOR NAME:** Jeffrey Space

**EVALUATOR DEPARTMENT:** Corrections

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**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- 20 years in business
- Company provides placement of temporary staff
- N- No mention of Nutritional Dietetic services

2. Subcontractors

- N/A

3. Litigation

- N- no information provided

4. Licensure/Certification

- N- no information provided

5. Certificate of Insurance

- N- no information provided

II. Proposed Services

1. Nutritional Consulting Services

- N- no information provided

2. Deliverables & Reporting

- N- no information provided

3. Facilities

- N- no information provided

Summary- the bid proposal did not fulfill the requirements of the RFP.



STATE OF MAINE  
DEPARTMENT OF CORRECTIONS

Janet T. Mills  
Governor

Randall A. Liberty  
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202508123**  
**RFP TITLE: Dietician/Nutritional Consultant**

I, Krista Okerholm, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Corrections. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

**I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.**

Krista Okerholm

\_\_\_\_\_  
Signature

10.8.25  
\_\_\_\_\_  
Date





STATE OF MAINE  
DEPARTMENT OF CORRECTIONS

Janet T. Mills  
Governor

Randall A. Liberty  
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202508123**  
**RFP TITLE: Dietician/Nutritional Consultant**

I, Jeffrey Space, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Corrections. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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**I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.**

Signature Jeffrey Space

Date 10/6/25