



Date: 3/2/2018
To: Prospective Bidders
Subject: Addendum No. 1 – Emergency Food Services
Questions and Answers

This addendum forms part of the bidding and contract documents and modifies the original bidding documents dated 2/5/2018. Acknowledge receipt of this addendum in the space provided below. FAILURE TO DO SO WILL SUBJECT BIDDER TO DISQUALIFICATION.

Questions and Answers:

Pages 10 & 11 of RFP: Appendix A, Item, 3, Section C. Generally we budget 3 -4% annual inflation. Is our ability to submit estimated annualized inflation capped at 2% per year? **The escalation clause is based on renewal years 4 and 5 and it is capped at 2%**

Page 13 of RFP: Appendix A, Item 7. There is no option for us to input our Federal Tax ID Number. Should we just list FEIN #? **Vendor can use FEIN.**

Please confirm that if we are sending our package via FedEx we are to send it to the physical address listed on page 4 of the RFP. **Yes**

P. 18 states that a Proposal Bond in the amount of 5% of the total bid is required, but it was said in the Pre-Bid meeting that no bid bond was required. **No bid bond is required for this solicitation.**

P. 50 shows the Order of Proposals, but does not include pgs. 30-41 of Attachment J, which are required forms. Where in the Order of Proposals should the Attachment J forms be included? **These are the "FEMA Clauses" to be included in the Forms section.**

Appendix A Section 1 Proposed Products and Or Services: This section requires a technical approach with a project schedule and equipment list. Tab 5 Proposer's Methodology/Approach asks for these things as well. Are we to put this information twice? **No**

Appendix A Section 4 Proposer's Experience / Staff: This section requires a Key Personnel listing and project related experience. Tab 3 Proposer's Experience, Expertise and Reliability asks for these things as well. Are we to put this information twice? **No**

Since there is some overlap in the requirements in Sections in Appendix A and 5 Proposer's Methodology/Approach, can we submit all of the requested information from those sections in Tab 5 Proposer's Methodology/Approach? **Yes**



Since there is some overlap in the requirements in Sections in Appendix A Section 4 Proposer's Experience / Staff and Tab 3 Proposer's Experience, Expertise and Reliability can we submit all of the requested information from those sections in Tab 3 Proposer's Experience, Expertise and Reliability? **Yes**

I hereby certify receipt of this addendum and have incorporated its information or changes in preparation of my submittal.

Authorized Signature

Date

Printed Name

Company Name

A COPY OF THE ADDENDUM MUST BE SIGNED AND RETURNED WITH YOUR BID