



Northwest Georgia School Food Buying Group

1. In addition to the original, can you please indicate how many copies of the response we submit with our proposal? **1 - hard copy for each participating system.** What format? Do you want the excel on a jump drive? **Please provide a live Excel spreadsheet for pricing.**
2. Is this a fixed cost RFP or a cost-plus fixed fee RFP? **Fixed Cost with economic price adjustment allowed every 6 months with appropriate cost indexes.**
3. Is this RFP a line item award, or an all or nothing? **Although the participating SFA's would prefer an "all or nothing" distributor, we would consider multiple vendors if a significant cost savings was achieved.**
4. Page 2, II.a. The bid states the award shall commence on July 1, 2019 and terminate on July 30, 2020. Should the termination date be June 30, 2020? **Yes, the ending date of the first-year cycle should be June 30, 2020.**
5. Page 3, d. If these documents are required to determine a bid award, why would a bidder be given the opportunity to have additional time to submit this documentation? **Section 3 D will be omitted through a bid addendum.**
6. Renewal Options – Please clarify:
  - a. Page 2 states that the contract may be renewed by mutual agreement of both parties for (4) four one-year terms. **Section 2, Standard Terms and Conditions under part II D- Contract Renewal an addendum will be created to amend and state, "The entity and distributor shall have the option, mutually, to extend the contract as defined in the Standard Contract (up to 4 annual) on a year to year basis by giving the Contractor written notice of the renewal decision at least (90) days prior to the expiration of the initial term or renewal term.**
  - b. Page 7 states that "The entity shall have the option, in its sole discretion, to extend the Contract as defined in the Standard Contract (up to four annual) on a year-to-year basis by giving the Contractor written notice of the renewal decision at least (30) days prior to the expiration of the initial term or renewal term."  
**Please see above for clarification.**
7. Page 3, V. a., Page 6, II. b., and Page 16, V. b refer to firm pricing for a period of 6 months. If your contract term is for a year, why do you require only a 6-month pricing guarantee? **The contract allows for escalation/de-escalation every 6 months to decrease the risk to the distributor if a viable cost increase such as, increased fuel charges take place during a contract period. It also decreases the risk to the SFA if the current market causes a decrease in pricing.**
  - a. Page 16, V. b further states that "The successful Bidder warrants that the proposal price(s), terms and conditions stated in his/her proposal shall be firm through the proposal process and until the time the award is made at which time prices shall remain firm and fixed for the entire contract period." Please clarify the firm pricing term. **Length of contract is for 1 year, with pricing remaining**

firm for a 6-month period allowing for economic price adjustments based on current cost indexes.

8. Page 7, II. d. states that for a contract renewal, the entity will provide at least 30 days prior to the expiration of the initial or renewal term. Would you consider a longer period? **Yes, this will be amended and increased to (90) days.**
9. Page 13, III. c. states that the “Grade must be listed for all food products.” Not all items are graded. **Please follow the required standards within the specs for grading requirements.**
  - a. Where on your Commercial Food Bid Spec Excel spreadsheet would you want the grade indicated? **A column will be added for grade as appropriate.**
10. Page 14, IV. – Units of Purchase – The bid states “a different size may be quoted, but the total quantity must be adjusted.” Please clarify how and where this can be adjusted by the proposer. **A column will be added to identify per unit pricing.**
11. Page 15, V. A). Prices. The bid states “Prices shall remain firm for the term of the contract, unless economic adjustments are agreed upon by both parties and based on the **CPI Index CWUR0000SAf.**” This seems to contradict the “Price Escalation Language” below which offers numerous options outside the CPI index. Page 6, II. b. also references the CPI index as the standard for price adjustments.

**The economic price adjustments, which allow an SFA to adjust costs in the contract, must be tied to an appropriate standard or cost index. Relating the price adjustments in a contract to an index allows the SFA to ensure that increases under the contract are not without basis. For example, if fuel prices are increasing drastically, then an appropriate index—such as the Consumer Price Index—will reflect this change.**

12. Page 17, VII. c. States that “Award will be made to the lowest responsive and responsible bidder meeting all specifications and requirements. This is the bidder who submits the lowest price, whose proposal meets the specifications, terms, conditions set forth in the Request for Proposal, and who is clearly capable of delivering the product or services specified. The lowest responsible bidder will not, therefore, always be the bidder who has submitted the lowest monetary bid. Award of proposals will be made in the best interest of FCSS at its sole discretion.” What are your evaluation criteria? Typically, an RFP has points assigned to various categories and each bidder’s response is graded and totaled to determine an award. **Please see Addendum 5.**
13. Food Bid Spec Worksheet questions:
  - a. Please confirm if all item must be bid to qualify **No they do not.**
  - b. Since the approved brands do not say “or approved equal” or in many does not provide multiple approved brands, can the proposer only bid the brand listed as approved? **If only 1 brand name is listed, the is the item preferred by the entity based on quality and student preference.**
  - c. Some line items like Tony’s Fiestada are listed with pre-approved alternate. What does this mean? **If there is another item available that meets the spec the item may be submitted as a replacement if significantly cheaper in price then the requested item.**
  - d. Can a proposer submit alternate brands? **If an alternate brand is stated on the bid specs.**

- e. There are no “calculation” formulas in the spreadsheet. Please provide formulas to calculate totals. **Item cost should be provided per case and per unit per the bid spreadsheet. The formulas to calculate per unit cost will vary based on pack size and will need to be determined by bidder.**
- f. There is no spreadsheet protection to remove the possibility of any inadvertent changes to the document. Would you consider protecting the spreadsheet? **The spreadsheet has been protected and protected spreadsheet is now available online.**
- g. Is the estimated total cost determined off commercial pricing or commodity pricing? Column “L”. **Commercial pricing. Net Off Invoicing pricing will be included as a separate column as appropriate.**
- h. Since there are no pack sizes or portions listed for the specified items, what is the evaluation criteria to determine estimated total cost? Cost should be evaluated based off portions to take into consideration various pack sizes. **Per portion or per unit pricing should be included by vendor and bid portion/unit specified as requested in spreadsheet.**
- i. How do we input MFFS or FFS items into the spreadsheet? **As appropriate or as needed, this pricing will be negotiated with awarded vendor at that time.**
- j. If an approved brand and MFG. Id# are listed but the item is discontinued by the vendor how should we respond? Example
  - i. Potato Tri Taters – McCain OIF00049A - **If a viable substitute is available, please respond with pricing. If no substitution is available please respond with item discontinued.**
- k. If there is a difference between the written spec and the approved brand which takes precedent? Examples
  - i. Lamb Weston S57 – Written Spec indicates <200mg sodium but is 230mg sodium
  - ii. Potato Sweet, Straight Cut ½” – Both items spec’d are Crinkle Cut not Straight.
  - iii. Potato Shaped Mashed Potato – Written Spec indicates <200mg sodium but Lamb Weston S0026 is 280mg sodium

**Please use approved brand if the written spec does not match the items listed.**