



PURCHASING AND SUPPLY SERVICES

De'Nerika Johnson, MBA, CPPO, NIGP-CPP
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13300 Old Marlboro Pike | Upper Marlboro, MD 20772 | 301-952 6560

ADDENDUM NO. 1

RFP PUR 012-24 ADDENDUM NO. 1

ISSUED BY: PRINCE GEORGE'S COUNTY PUBLIC SCHOOLS OFFICE OF PURCHASING AND SUPPLY 13300 OLD MARLBORO PIKE UPPER MARLBORO, MARYLAND 20772-9983	Date of this Addendum: May 17, 2024 No. of Pages: 4	Proposal Submission Date: May 31, 2024 (11:00 AM) EST
	RFP No.: PUR-012-24	RFP Issuance Date: May 1, 2024
	TITLE: RFP PUR-012-24 USDA PROCESSING OF MEATS, POULTRY AND FISH REBID	

To All RFP PUR-012-24 USDA PROCESSING OF MEATS, POULTRY AND FISH REBID Bidders

This Addendum is hereby made a part of the Contract Document, which will be the basis of a Contract. This Addendum is issued to modify the original Solicitation Documents issued on May 1, 2024. Prospective Offerors are requested to attach this Addendum to your Contract Documents. Receipt of this Addendum must be acknowledged in the Proposal Document (see attached Appendix A). Failure to do so may subject the Offerors disqualification.

The purpose of this Addendum is to Modify the Solicitation and Respond to questions:

Part I -- Introduction and Background; Delete: Section 6, Period of Performance in its entirety

Replace with:

The term of this Contract begins on the date the Notice of Award is signed by both the Offeror and The BOARD (the "Effective Date") and shall continue for a period of **one (1) year or a prorated period based on the fiscal year**. In its sole discretion, The Board shall have the unilateral right to renew the Contract for **four (4)** one-year option periods successive (each a "Renewal Term") at the prices established **at the renewal period**. "Term" means the Initial Term and any Renewal Term(s).



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QUESTIONS AND RESPONSES

No.	Question	Response
1	Spec C-3 is asking fully cooked chicken, will you accept chicken that is par-fried and not fully cooked?	FNS prefers fully cooked meat, chicken & poultry products.
2	What will be the contract start and end date for this request? Also will this include options to renew and if so how many years and what will be the criteria?	The initial term of the contract is one (1) year, with four (4) additional renewal options. The anticipated start date of the contract will be July 1, 2024 or a prorated period through June 30, 2024. Renewal is contingent upon satisfactory performance. PGCPS will complete an annual evaluation of the supportive program and related services provided.
3	Question – Are the columns listed below asking for just the commodity case price? Bid Form instructions – Column o: For Commodity, enter the cost per case. Column p: For Commodity, enter the cost per serving (column o/column j) I am confused because the Attachment A Spreadsheet lists those columns as below:	Yes.
4	The below list of samples were sent to Eastern Foodservice on January 9, 2024. Were these samples approved for Tyson to bid on?	Products that meet specifications will be considered.
5	Is electronic signature allowed?	Yes, electronic signatures are acceptable.
6	Beef Commodity Code 100154 is listed in the RFP, would PGCPS accept bids for product utilizing code 100156?	Yes.
7	<i>In Appendix G, the instructions state that "Offerors must bid on all items or no bid". Is this correct?</i>	Line items will be considered.
8	When do you anticipate awards will be announced? How will vendors be notified?	The anticipated start date of the contract will be July 1, 2024 or a prorated period through June 30, 2024. Awardees and Non-Awardees will be notified via email
9	While reviewing your paperwork we didn't see whether this was for one year with options to renew or a different period. I submitted in the Q&A form, but we would like to have this information while creating our response.	See Response to Question 2
10	Can you provide the name and location of the distributor that will be responsible for the delivery of end-products directly to PGCPS school sites?	Current distributor is Eastern Food Service.
11	Can you please clarify what the start and end dates are of the initial contract term?	See Response to Question 2
12	On what tab of our bid response can we include additional information (ex. Julian Code p. 15-16)?	Shelf life should be included with the specification sheets.



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13	On page 15, section 4.1. the following is stated: "Respondents are required to provide with their electronica and hardcopy bid product specification sheets for each processed, prepackaged item (Group D and E) that will be bid." However, our understanding is that we are NOT required to mail hard copies of our bid documents because we are submitting everything online via eMMA. Can you please confirm that we are NOT required to mail hard copies of bid documents?	Hard Copies are NOT required
14	Will all products in a group (for example, group C Processed Chicken Products Using 100113) be awarded to only one manufacturer?	No.
15	Or is it possible for different manufacturers to be awarded different products within a group?	Yes.
16	Are bidders required to submit product samples before the bid deadline?	No.
17	Are bidders allowed to bid more than one product per line item if we have two products that meet the specifications?	No
18	On the pricing Bid Form, for column M "FFS/Case," can you please confirm that bidders should enter the commodity processing price per case that is NET of the donated food value per case?	FFS/Case does not include the donated value.
19	On the pricing Bid Form, for column O "w/Commodity Total Cost/ Case," can you please confirm that bidders should enter the commodity processing price per case that is NET of the donated food value per case?	The amount must include donated food value. Add FFS/Cs (column M) and Donated Food Value (column L)
20	On the pricing Bid Form, for column P "w/Commodity Total Cost/ Serving," can you please confirm that bidders should enter the commodity processing price per serving that is NET of the donated food value?	The amount must include donated food value. Divide Column O by Column J
21	Our question is the following: Will the awarded vendor be allowed to request a price increase during the initial 3-year term of the contract? Due to inflation, the cost of ingredients, materials, and labor has been increasing in the past 6 months. If this trend continues, it would be very difficult for a company to hold pricing firm for 3 consecutive years. Would PGCPS consider allowing an annual price adjustment during the initial 3-year term of the contract, if CPI data justifies a price adjustment?	The pricing submitted for the initial term of the contract will remain fixed for one (1) year, with four (4) additional renewal options. The anticipated start date of the contract will be July 1, 2024 or a prorated period through June 30, 2024. Pricing shall be fixed for the initial contract period and each additional option period as agreed upon during the renewal period. The vendor may only petition for an increase in pricing on the anniversary date of each renewal period. Increases considered by the District will be evaluated by using the percentage of change between the previous year and the current year's Consumer Price Index (C.P.I.) for all Urban Consumers. Price increases shall not exceed the rate of inflation determined by the C.P.I. appropriately adjusted for the 12-month period preceding the month in which the request is submitted by the Vendor. If the vendor requests price increases that exceed the rate of inflation determined by



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		<p>the CPI, the contract may not be renewed. The District reserves the right to accept or reject the price increase and may choose to re-bid the contract if it is deemed to be in the best interest of the District."</p>
22	<p>We have logged into eMMA and we are unable to find either Rebids RFP PUR-011-24, USDA Processing of Cheese and Eggs and RFP PUR-012-24 USDA Processing of Meats, Poultry & Fish. Do we need an invitation to view and submit our bids through eMMA?</p>	<p>Invitation is not required. Here is the link to the bid on eMMA. https://emma.maryland.gov/page.aspx/en/bpm/process_manage_extranet/69869</p> <p>You can also access the RFP on our website at: https://offices.pgcps.org/purchasing/bids.aspx However, please note that all bid responses must be submitted thru eMMA. If you have issues with submitting your bid, please reach out to eMMA support at: emma.helpdesk@maryland.gov.</p>

END OF ADDENDUM NO. 1