

ADDENDUM TWO

DATE: October 18, 2010

TO: All Vendors

FROM: Suzanne Siemer, Buyer
State Purchasing Bureau

RE: Questions and Answers for RFP Number 3422Z1
to be opened October 26, 2010

Following are the questions submitted and answers provided for the above mentioned Request For Proposal. The questions and answers are to be considered as part of the Request For Proposal.

QUESTIONS	ANSWERS
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<p>1. I am sending an inquiry to see if there is information available on the number of classes , meals served or number of people served for the On-Site Food Service at the Nebraska Law Enforcement Training Center (NLETC) .For RFP 3422z1.</p>	<p>For 2009, for NLETC offered 137 courses that had 2,061 students. Training varied from one day to 14 weeks for a basic. NLETC cannot confirm who consumed meals besides the basic students. NSPTA had 485 troopers attend 18 in-service courses and another 125 officers attend 8 specialized courses.</p> <p>Meal counts for 2010 have been provided below. These counts are not intended to represent or guarantee any future counts: Jan 2010–Breakfast–30 Lunch-28 Dinner–28 Feb 2010–Breakfast-31 Lunch-36 Dinner–30 Mar 2010–Breakfast-30 Lunch–35 Dinner–31 Apr 2010–Breakfast–24 Lunch–29 Dinner–22 --Break between two classes May 2010-Breakfast–65 Lunch–74 Dinner–63 Jun 2010-Breakfast–48 Lunch–52 Dinner–46 Jul 2010-Breakfast–42 Lunch–45 Dinner–35 Aug 2010-Breakfast–18 Lunch–28 Dinner–19 --Break between two classes, NSP 11 to 12 people for two weeks and then they were on a break for a week during that period. Sep 2010-Breakfast-42 Lunch–46 inner- 43</p>
<p>2. On page 34, you give meal counts for January and May, but we understand that the training course lasts 14 weeks. Do you have meal counts for the other months of the year, and may we see them?</p>	<p>See response to question 1.</p>
<p>3. What are the historical gross sales for the most recent year available?</p>	<p>A response to this question will be posted at a later date.</p>
<p>4. Are these services currently under contract?</p>	<p>Yes, these services are currently under contract.</p>
<p>5. Center calendar for 2011 and number of potential students per class</p>	<p>NLETC calendar for 2011 is at http://www.nletc.state.ne.us/NLETC_Course_Calendar/CourseCalendar.aspx</p> <p>Classes without limit are typically set at 30. Calendar for 2011 is not complete.</p> <p>NSPTA averages 30-35 students per in-service session and have 15 sessions per year. Specialized courses run 15-20 students and 2011 calendar is not set.</p>

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<p>6. Who pays for the instructors to eat and the average number</p>	<p>Instructors pay for their own meals. Can be 2-10 per day including breakfast. NLETC pays for some guest instructors. So far in 2010 the total paid for guest instructor meals is \$1,486.00.</p>
<p>7. Page 24 #14, how long do the receptions last</p>	<p>The receptions last for 2 hours.</p>
<p>8. Current price for Breakfast, Lunch, and Dinner</p>	<p>Breakfast, \$5.09; Lunch \$7.00; Dinner \$7.00</p>
<p>9. how much was the current contractor paid for the last twelve (12) months</p>	<p>See response to question 3.</p>
<p>10. Menu requirements - Breakfast, Lunch and Dinner - how many entree's, vegetables, starches, desserts, etc.</p>	<p>Refer to the RFP, Section E. Technical Requirements, 2-8 on page 26 and 27.</p>
<p>11. This past year, all Basic Course Classed ended with from 29 to 19 students; do you expect an increase or decrease in next year's number? Usually losing from 4 to 6 students per class from the start of class.</p>	<p>The State is anticipating that the numbers will stay the same, starting with 35 and graduating 29. The academy can accept up to 50 students per session.</p>
<p>12. With a 10% cut in funding for all agencies is the State of Nebraska, how will it affect regular training for Nebraska Law Enforcement Training Center? Will it reduce the number of students or classes next year?</p>	<p>We are not anticipating a cut in our offerings at this time, but this is subject to change based on actions of the Legislature.</p>
<p>13. The State Patrol has only had 1 Basic course in two years, currently with 11 students; do you plan on having any basic courses next year?</p>	<p>The NSPTA has not been notified by the Superintendent's Officer that there will be another basic class starting in 2011. This is subject to change but a selection process is not currently underway.</p>
<p>14. How is the 10% cut from the State of Nebraska going to affect the State Patrol regular in-service training.</p>	<p>At the present time, the 10% cut has not affected the State Patrol's plans to conduct in-service training. However, the State of Nebraska, State Patrol does not guarantee that there will be in-service training.</p>

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<p>15. We would like to know if there is a way to ask the students daily if they are going to eat at the cafeteria or go out on town to eat, giving us an estimated number of meals prior to 09000, this would greatly reduce our food cost when they all decide to go out on town to eat. We prepare enough food for 40 people buy only 20 eat at the cafeteria, this seems to be a big problem during lunch and dinner.</p>	<p>Yes, there is a way to obtain a count. After the contract has been awarded, The State of Nebraska will work with the successful vendor to implement this count process.</p> <p>Any such meal count would not be binding on the State of Nebraska should students change their minds and not eat at the facility.</p>
<p>16. If we develop a 10 to 12 week menu can we have, per day or weekly, a chef's choice "special" entrée? If so, do we have to state what that meal, or special is, on the solicitation or can we just have it say, "chef's special", and post it around the facility the day of the special or when it is decided?</p>	<p>For solicitation purposes, we are evaluating the food choices bidders propose to offer and what we would expect to see in a typical menu rotation. Once the contract is awarded, the State of Nebraska may work with the vendor on inclusion of a "chef's special" in the menu choices.</p>
<p>17. Will there be flexibility in pricing for situations such as "specials", never to exceed the full meal price, of course?</p>	<p>Bidders shall provide pricing as indicated on "Attachment A – Cost Schedule". After the contract award has been made, the State will consider other specials being offered. Any "Special" being offered will not be a part of the cost evaluation.</p>
<p>18. What brought the quick turn around of solicitation, going 1 year with the current vendor, but 10 years with that vendor before them? Did they both opt out? Why wasn't the current vendor offered an extension?</p>	<p>The needs of the state agency are integral determinants in the "Schedule of Events" of this RFP. This "Schedule of Events" was developed in accordance with the needs of the state agency.</p> <p>Bidders should base their proposal response on the requirements of this RFP. Previous contracts are not a consideration for the contract that will be awarded as a result of this RFP.</p>
<p>19. Can we see the previous three years headcount numbers of the trainee's that was signed up for classes? (yearly total by meal would be best, yearly total is sufficient.)</p>	<p>Basic students only, 2007, 138 started-108 completed; 2008, 133 started-123 completed; 2009 104 started-91 completed, 2010 (to date), 96 started-82 projected to complete. NSPTA had no basic in 2008, 2009 and started with 15 in 2010. They are now down to 11.</p>

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<p>20. Should the Services For The Blind submit a proposal, will they be receiving any sort of evaluation advantage? Though this is a State contract, I believe under a Federal RFP, they would have first right of refusal for the business. We wanted to know if Nebraska would be providing a similar preference or not for this organization.</p>	<p>A response to this question will be posted at a later date.</p>
<p>21. Please provide a calendar of the planned courses for the year and if available, the projected enrollment for each.</p>	<p>See response to question 5.</p>
<p>22. Please provide a one year history of the classes held and the enrollment for each. We are interested in the number of students who participated in the meal program.</p>	<p>See response to question 1.</p>
<p>23. Is a discount currently provided to on-site NLETC staff and if so, what is the discount?</p>	<p>No, a discount is not being provided to on-site NLETC staff.</p>
<p>24. Please provide available copies of contractor billing invoices for the past 2 years for meals, catering and other charges. We realize what may only be available are those invoices submitted to NLETC or State programs.</p>	<p>Since January 2010, NSPTA has paid \$33,120 and NLETC has paid \$1,486 for guest instructors.</p> <p>The State will not be providing copies of contractor billing invoices as a part of this RFP. Any such request must be handled through a Public Information request to each respective agency.</p>
<p>25. Is there any equipment owned by the current contractor which would be removed if there was a change in contractors?</p>	<p>The cash register belongs to the vendor. However, if necessary, the State does have a register available for the successful vendor to use.</p> <p>The Coke machine, juice dispenser, and Coke refrigerator (located on the beverage counter) all belong to a local beverage vendor that contracts with the State's current vendor. However, the ice machine above the Coke dispenser belongs to the State.</p>
<p>26. Please provide a list of the days which the NLETC will be closed including holidays.</p>	<p>January 1-7, no basic, State Holidays, January 17, February 21, April 29, May 30, July 4, September 5, October 10, November 11, November 21-25, can be up to two weeks off covering Christmas and New years while there is very little training activity.</p>