

ADDENDUM ONE, QUESTIONS and ANSWERS

Date: November 3, 2015

To: All Bidders

From: Julie Dabydeen, Buyer
State Purchasing Bureau

RE: Addendum for Invitation to Bid Number 5143 OF
to be opened November 18, 2015 at 2:00 p.m. Central Time

Questions and Answers

Following are the questions submitted and answers provided for the above mentioned Invitation to Bid. The questions and answers are to be considered as part of the Invitation to Bid. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

QUESTIONS	ANSWERS
<p>1. Please send me your definition of "percentage discount". We normally use a margin percentage for our pricing formula, just wondering if that is what is being referred to.</p>	<p>The Percentage Discount is defined as the percentage taken off the Catalog/Non-Core items from the vendor's current catalog or vendor's current price list for those items not on the Core Lists.</p> <p>Example: If a bidder indicates that the State would receive a 5% discount off Non-Core List Grocery items, all items shown on the vendor's Grocery Non-Core price list will be discounted from the price shown in that list by 5% for the State of Nebraska.</p> <p>The following is being added to the terms and conditions of 5143 OF regarding percentage discount Catalog/Non-Core List Items:</p> <p>The Catalog/Price List pricing structure, consisting of all pricing formulas and pertinent</p>

	<p>information, for all Non-Core items must be clearly defined and documented for future auditing purposes.</p> <p>The Catalog/Price List must identify the percentage discount that will be afforded to Nebraska under this contract(s) and may either show both the list price and discounted price for items or upon invoicing, a separate line must be shown on the invoice for all non-core discounts applied. If Discount Percentage varies between categories, a separate discount line is to be shown for each category.</p> <p>The Discount structure must be clearly stated on the bid sheets and auditable in practice by the State.</p> <p>The State of Nebraska may request minor format changes to either the Contractor's invoices or Catalog/Price List to capture necessary information for contract management and audit purposes regarding discount percentage for CATALOG/NON-CORE ITEMS.</p>
<p>2. Section I. Will the current Contract Number 13027 OC Frozen Foods and 13026 OC Grocery Products through August 2016 be cancelled and replaced by the new bid request of 5143 OF?</p>	<p>Dependent upon the evaluation of bid responses, resulting award recommendation and as determined by the State of Nebraska; it is possible that the current State contracts 13026 OC and 13027 OC may be terminated. Notice of termination would be given a minimum of sixty (60) days per the terms of those contracts.</p>
<p>3. Section II.H. Does this mean that all core and catalog items require 30 day notice of change and require a manufacturer letter and further documentation.</p>	<p>CORE LIST ITEMS</p> <p>Section II.H. in ITB 5143 OF refers to "Core" items only and price adjustments require thirty (30) days notification to the State of Nebraska.</p> <p>Please note, as outlined in Section IV.4.D.1., all Core List pricing is to remain firm for the initial 180 days of the contract with the sole exception of a contract for Fresh Eggs.</p> <p>After the initial 180 day period, price adjustments may be requested by the</p>

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	<p>contractor for Core List items, but must be requested a minimum of thirty (30) days prior to the end of each following quarter of the contract.</p> <p>CATALOG/NON-CORE ITEMS</p> <p>Please see Section IV. D. Catalog/Non-Core. As stated in Question #1 above, Catalog/Non-Core Percentage Discount shall remain firm for the duration of the contract period. While the Contractor's supplied Catalog/Price List may change with proper notice, the State's discount percentage will remain firm.</p>
<p>4. Section II.M. Is this core items or all items on the catalog as well?</p>	<p>Section II.M. refers to both "Core" pricing and "Catalog/Non-Core" Item Percentage Discount.</p>
<p>5. Section IV D Does this mean that the bid price on the core items for Corrections will apply to HHS and vice versa, or are there 10 independent core lists? One for each contract.</p>	<p>Attachments A through E represent the Department of Correctional Services Core list items which the bidder should provide pricing for those items.</p> <p>Attachments G through K represent the Department of Health and Human Services Core list items which the bidder should provide pricing for those items.</p> <p>These Core Lists were separated for bidding vendors' convenience and are based on the differing needs of the State's agencies.</p> <p>The separate Core Lists do not necessarily imply that they will each be separate contracts. Award(s) may be made for both agencies/all facilities via one contract, by category of requested food products, or separated by using agency, whatever is in the best interest of the State.</p>
<p>6. Section IV D4 What is the procedure for price changes on the catalog items?</p>	<p>During the life of the contract, there may be new or updated Contractor's Catalog/Price List scheduled released or published, which may incorporate additional products.</p> <p>In the event this occurs, it will be necessary for the Contractor to supply the State Purchasing Bureau and any requesting agencies with one (1) copy of any new Catalog/Price List, as</p>

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	<p>applicable.</p> <p>New Catalog/Price List(s) will be incorporated into the contract(s) thirty (30) days after receipt by the State Purchasing Bureau. Catalog/Price Lists will be updated and supplied automatically to State Purchasing Bureau Buyer and designated agency contacts established upon Contract(s) award.</p> <p>As stated above in Question #1 and Question #3, the State's percent discount will remain firm.</p>
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This addendum will become part of the ITB and should be acknowledged with the Invitation to Bid.