

## ADDENDUM ONE

Date: March 24, 2014

To: All Bidders

From: Chad Mohr, Buyer  
Department of Health and Human Services

RE: Questions and Answers for Request for Proposal Number 73135 O3  
to be opened May 2, 2014 2:00 PM Central Time.

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
<p>1. For the Flat Rate Pricing: Is a tiered pricing structure allowed? IE: 10-20 cases= \$5.00, 20-30 cases= \$4.75, etc. Also can this be applied for Self-Pick up?</p>	<p>The bidder must submit flat rate pricing for Warehouse and Delivery and Warehouse Pick-up on Form A. The bidder may also propose a tiered pricing structure on Form D for Warehouse and Delivery and Warehouse Pick-up for DHHS to consider.</p>
<p>2. Is the contractor allowed to integrate the ordering process for the recipients into their existing on-line ordering system?</p>	<p>The USDA Foods ordering process for recipients starts with DHHS's online ordering system. The contractor is allowed to integrate delivery scheduling into their existing on-line ordering system as long as all items on the recipients' monthly BOLs from DHHS are delivered within the scheduled month.</p>
<p>3. If the contractor is not looking to subcontract at the start of the RFP but then later looks to subcontract part of the project is that allowed?</p>	<p>After a contract is executed, the contractor may utilize subcontractors' services subject to terms and conditions of the RFP and with the prior written approval of DHHS.</p>
<p>4. Regarding current recipients that pick up or have contracts for delivery. After the RFP is awarded are other recipient agencies allowed to contract their commodity delivery with other entities?</p>	<p>School Food Authorities may contract for goods and services with nonprofit school food service account funds. All contracts entered into by School Food Authorities shall comply with Federal procurement requirements at <a href="#">CFR 7 § 210.21 Procurement</a>. If a School Food Authority were to contract only the delivery service, they would still be required to pay the contractor for the warehouse pick-up fee and FDP Administration Fee per case for items picked up at the contractor's warehouse.</p>

**Form D**

**Pricing Sheet**

**Request for Proposal Number 73135 O3**

<b>Flat Rate Price – Warehouse and Delivery</b>	
<b>Quantity of cases per recipient agency per month as indicated on the monthly Manifest or other delivery instruction provided by DHHS</b>	<b>Warehouse and delivery fee per case (Enter one price for both services combined)</b>
<b>Quantity of 1-10 cases</b>	<b>\$_____ per case delivered</b>
<b>Quantity of 11-25 cases</b>	<b>\$_____ per case delivered</b>
<b>Quantity of 26-50 cases</b>	<b>\$_____ per case delivered</b>
<b>Quantity of 51-100 cases</b>	<b>\$_____ per case delivered</b>
<b>Quantity of 101-200 cases</b>	<b>\$_____ per case delivered</b>
<b>Quantity of 201-400 cases</b>	<b>\$_____ per case delivered</b>
<b>Quantity of 401 and more cases</b>	<b>\$_____ per case delivered</b>

**Form D**

**Pricing Sheet**

**Request for Proposal Number 73135 O3**

Flat Rate Price – Warehouse Pick-up	
Quantity of cases which will be picked up per month at contractor's warehouse by recipient agency	Warehouse pick-up fee per case.
<b>Quantity of 1-10 cases</b>	<b>\$_____ per case picked up</b>
<b>Quantity of 11-25 cases</b>	<b>\$_____ per case picked up</b>
<b>Quantity of 26-50 cases</b>	<b>\$_____ per case picked up</b>
<b>Quantity of 51-100 cases</b>	<b>\$_____ per case picked up</b>
<b>Quantity of 101-200 cases</b>	<b>\$_____ per case picked up</b>
<b>Quantity of 201-400 cases</b>	<b>\$_____ per case picked up</b>
<b>Quantity of 401 and more cases</b>	<b>\$_____ per case picked up</b>