

**ADDENDUM No. 2 TO #47-CNPAW-0924**  
**Request For Proposal for AW Brown Vended meals**  
**Due Date: Wednesday, July 31, 2024 @ 3:00PM CST**

ADDENDUM NO. 2 – DATE ISSUED: 7/22/24

To all Potential Vendors:

In RFP 47-CNPAW-0924, issued June 24, 2024, Clarifications/Additional Information/Changes to the Original Bid Package below. IDEA Public Schools has modified the Scope of work (see below for updates to RFP) and answers to questions received by deadline;

1. Page 13, 8. “Specifications”
  - o Addition:
    - b. Equipment to Heat food – Equipment that will allow heating food to compliant temperatures and hold food at servable temperatures. Provide specifications of equipment in proposal for review. Pricing of equipment should be included in “Bidder Unit Price” of meals.
2. Attachment “S – Proposed Pricing”
  - o Update the “Estimated Monthly Quantity” to the following which will cover October 1, 2024 – May 23, 2025
    - Item 1. Pre-K Breakfast from 1,120 to 1,500
    - Item 3. K-8th Breakfast from 1,030 to 1,500
  - o Addition: SSO Items 5 & 6 with reduced estimated monthly quantity to cover May 27th, 2025 – June 30, 2025.
  - o Addition: Meal means all components to include milk and produce in addition to agreed upon menu cycle.
  - o Update Pricing table below:

Item #	Name	Unit	Estimated Monthly Quantity	Bidder Unit Price	*Bidder Extended Cost
1	Pre-K Breakfast	Meal	1500		
2	Pre-K Lunch	Meal	1800		
3	K-8 <sup>th</sup> Breakfast	Meal	1500		
4	K-8 <sup>th</sup> Lunch	Meal	5375		
5	SSO Breakfast	Meal	600		
6	SSO Lunch	Meal	600		
<i>* Bidder Extended Cost = (Estimated Monthly Quantity) x (Bidder Unit Price)</i>					
Total Extended Cost:					\$
<b>Note:</b> Meal means all components to include milk and produce in addition to agreed upon menu cycle.					

3. Answers to questions received

- **Question: Unlike the previous Request for Quote, this RFP is for the full components of the breakfast and lunch program, inclusive of milk and the fruit portion.**
  - Answer: Yes, Unit price shall include milk and fruit option. Please see Addendum 2 for updated Scope of work, Attachment S; *Meal means all components to include milk and produce in addition to agreed upon menu cycle.*
- **Question: Is AW Brown requesting bulk or unitized meals?**
  - Answer: Both options are acceptable
- **Question: Is AW Brown requesting equipment? if so, please let me know which equipments are needed to be included in pricing.**
  - Answer: Yes, please see Addendum 2 for updated Scope of work. Page 13 section 8 “specifications”
    - Addition: b. Equipment to Heat food – Equipment that will allow heating food to compliant temperatures and hold food at servable temperatures. Provide specifications of equipment in proposal for review. Pricing of equipment should be included in “Bidder Unit Price” of meals.
- **Question: Is AW Brown requesting staffing? If so, please indicate number of staff requested and FTE’s to include in pricing.**
  - Answer: No staffing required from vendor. IDEA will staff employees internally.
- **Question: Exactly which forms do we need to submit for each of our staff agreeing to a background check, is it form Criminal History Review of Vendor/Contractor Employees Certification, Memorandum of Understanding Compliance with Criminal History Background Check Requirements, or both forms that need to be submitted for each of our employees who will potentially be entering the school campus for delivery/meetings/trainings, etc?**
  - Answer: Please submit the following attachments found in the RFP. Only one submission per contractor is required.
    - Attachment O, pages 50-52.
  - Answer: Each employee who will potentially be entering the campus for delivery/meetings/trainings will require background checks. This process will take place after Contractor has been selected for award. Contractor will provide a list of employees and will be connected with our Risk Management for background check process. Contractor is responsible for background check fees for their employees.

End of Addendum #2