



CHEROKEE COUNTY BOARD OF COMMISSIONERS
Purchasing Department
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ADDENDUM #

Solicitation Number: 2023-034
Solicitation Name: Senior Services Meal Provider
Addendum Release Date: July 17, 2023

Prime Bidders/Proposers acknowledge the receipt of this Addendum by inserting the number and date in the appropriate position on the Proposal Form. Failure to do so may subject the Bidder/Proposer to disqualification. This Addendum is a part of the Contract Documents. It modifies them as follows:

1. On the pricing form, it requests a price per meal with UHT milk, do they want UHT milk as the only beverage option?

Answer: We will not pursue UHT milk in the proposal but would like to add frozen ½ pint milk to Home Delivered boxes. Congregate will continue to receive ½ pint milk.

2. Is the UHT milk for the frozen meals and shelf stable options only?

Answer: UHT is no longer considered for our plans for HDM

3. The sample agreement provided is labelled as being for engineering, architecture, and surveying scopes of work. Would the County be able to provide a sample agreement that aligns to the scope of work for this solicitation or a more general scope of work?

Answer: Yes, PSA sample attached.

4. The Appendix C E-Verify Affidavit references an "Exhibit B" which is to contain an E-Verify Affidavit form for the respondent's subcontractors to complete, but this form is not provided in the Standard Solicitation Forms packet. Would the County be able to provide this form via addendum?

Answer: This is located in the Standard Ts and Cs, it contains all the appendices for our procurements, please review page 3 of the RFP for the ones required specifically to this RFP.

5. On the pricing form, what is the "Traditions Meal" column and how are respondents meant to complete it?

Answer: Possible misspelling should say Traditional Meal.

6. What's the current number of 5 packs provided weekly? What's the current number of 7 packs provided weekly?

Answer: on average 5-pack = 71
 7-pack = 74

7. For the temporarily homebound congregate clients who need meals, would the County permit the supplier to provide a frozen meal packaged in a three-compartment tray?

Answer: Yes

8. For the requirement to provide meals for special functions (quarterly breakfasts, "month of May" meals), would the County be able to provide more details about this offering?

Answer: Yes

9. How frequent are the special functions?

Answer: We do special functions for holiday meals example Thanksgiving.

10. Would the County be able to provide a list of these types of functions executed and scheduled in the current contract period?

Answer: Yes

11. Are these meals required to meet dietary requirements?

Answer: No. Special occasion meals do not need to meet nutrient requirements. Stated in Nutrition Service Program Guidelines chapter 300 section 304.19

12. On the pricing form, should the unit price submitted in the "Price per Meal" column include the cost of non-UHT milk?

Answer: UHT is no longer an option but ½ pint milk will be.

13. Is the number of anticipated shelf-stable meals included in the Congregate Meals Program estimate of 11,000 and Home Delivered Meals Program estimate of 47,516 meals, or is that meal count incremental to the RFP estimates?

Answer: Yes

14. Is it the expectation of the County that the pricing submitted in response to this solicitation will be for the duration of the multiyear contract, or will the supplier be given the opportunity to negotiate an annual CPI increase before each contract renewal?

Answer: We have in the past had to make amendments during the contract term due to increase cost in supplies and other expenses.

15. On average, how many clients receive home-delivered meal service per week?

Answer: 158

16. What is the current schedule of volunteer meal delivery, i.e. which days are meals delivered?

Answer: Tuesday, Wednesday, Thursday, and Friday.

17. At the bottom of pg. 16 of the solicitation, it reads "The following Certifications apply to your proposal. Please complete the required information and return as part of your responsive proposal submittal. Certifications Applicable to This Proposal/Bid:", but there is no list of certifications immediately following this text. Would the County be able to clarify what these required certifications are?

Answer: This is referring to page 17, certification on SAM.GOV and by answering pages 19-26.

****END****