



Purchasing Services
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ADDENDUM NO. 1

Date: August 25, 2023
Issued by: Sacramento City Unified School District
Project: RFP #24-1005-1 Nutrition Services Direct Grocery

This addenda shall supersede the original Information, attachments, and specifications regarding RFP No. **24-1005-1** where it adds to, deletes from, clarifies or otherwise modifies them. All other conditions and any previous addenda shall remain unchanged.

AD1.01 Pg. 24: REFERENCES; revise language

Original: Please provide 3 letters of reference from current school district customers.

Replace with: Please provide 3 reference contacts from current school district customers

AD1.02 Responses to Questions

Question 1. Can you confirm your pricing terms for Direct Grocery # 24-1005-1?

Response: The term is annual upon award of SCUSD Board of Education. Recommendations for award are anticipated for October 5, 2023 agenda.

Question 2. Will we have the ability of the adjusting pricing after 1 year, if the contract is extended?

Response: Any price adjustments, the District is requesting 30 days notification prior the end of contract term.

Question 3. In regards to Special Terms & Conditions-Do we need to submit page 19 or all pages 19 through 22?

Response: Pages 19-22

Question 4. Do we need to only send the pages that have our bid items listed or must we submit all the price sheet pages regardless of if applicable?

Response: You may submit only applicable pages.

Question 5. Should the delivered price on the pricing sheet include the Commodity Pass through Value discount or is it acceptable to note the additional USDA discount on the document?

Response: It is acceptable to list delivered cost without and with PTV (e.g. \$100.00 / \$80.00 comm.)

Question 6. Can the SCUSD distribution warehouse accommodate a 53ft trailer for manufacture deliveries?

Response: Yes.

AD1.02 Responses to Questions – Cont.

Question 7. What is meant by the term, “Shipping Point”? Is this where the product is shipped from?

Response: Yes.

Question 8. For the submission of the bid, can I submit in a binder or are unbound copies acceptable? What is mean by “unbound?”

Response: The Unbound Original should be paper clipped, not stapled or in a binder.

Question 9. Do all copies of the bid require an original signature or are digital/electronic signature acceptable?

Response: Digital/Electronic signatures are acceptable as they are legal and binding.

Question 10. For references, are actual letters with letterheads required or just the names and contact information for reference verification?

Response: See AD1.01

Question 11. Does SCUSD have questionnaires to submit to our references?

Response: No.

Question 12. Do you have the option of bidding for a line item or is the requirement for every item?

Response: Vendors may bid on a single line.

Question 13. Can insurance certificate be submitted with the bid submission?

Response: Yes, that is acceptable.

Question 14. Can product pricing sheets be submitted in excel for easier input information?

Response: Yes, that is acceptable.

Question 15. Should FOB pricing be provided if you’re more than 60 miles from Sacramento?

Response: No, delivered price.

Question 16. Does the district have a preference for LTL, bracket, and/or full truckload pricing? If so please provide?

Response: Price for minimum order quantity and attach bracket/truckload pricing.

Question 17. California ingredient preference. Red Gold uses 100% California tomato paste but is processed in Indiana. Should both California and Indiana be listed on the price sheet?

Response: Only where manufactured.

Question 18. Will SCUSD be looking to process tomato paste during the contract period? If so, should commodity pricing be provided with this bid?

Response: See response to question #5.

AD1.02 Responses to Questions – Cont.

Question 19. Pack size. If we're bidding on an alternate pack size, other than what is requested on the bid, will these items be awarded based on the cost per equivalent servings and not the case price (since the cases size and case yields may be different)?

Response: Yes or by ounce, gallon, etc.

Question 20. Samples. Are we able to send or drop off samples of alternative pack size items in order to save time at Nutrition Service?

Response: See page #22 of RFP for instructions regarding samples.

Question 21. Would you like to receive Commodity SEPDS for items bid on this RFP?

Response: Acceptable but not required.

Question 22. Should the Purchase order number appear on all cases and packages with this bid?

Response: Packing slip / BOL is acceptable.

END OF ADDENDUM NO.1

Acknowledgement of this Addendum will be required at time of bid.