



**WASHTENAW COUNTY
FINANCE DEPARTMENT
Purchasing Division**

P. O. Box 8645, 220 N. Main, Ann Arbor, MI 48107-8645
Phone (734) 222-6760, Fax (734) 222-6764
www.purchasing.ewashtenaw.org

November 18, 2016

Addendum #1

RFP No.

7159

Title:

FOOD & RELATED SUPPLIES

Due Date:

Thursday, December 1, 2016 @ 4:00pm

This addendum is generated to clarify the items identified below and shall become part RFP 7159. Acknowledgement of receipt of this addendum by the bidder must be recorded on cover page of the submitted bid document proposal. Failure to submit acknowledgement of addendum could result in disqualification of bid (see Page 2).

1. What price date should we base pricing off i.e. produce and dairy pricing varies throughout the year and a reference date is needed so that all distributors are working with the same pricing file? **Pricing shall be based on October 2016 first of the month pricing**
2. The request to hold pricing for 90 days: Is that from the due date of the RFP or the start of the contract? **The due date of the RFP (December 1, 2016)**
3. Because only general item descriptions are given, may we add columns to your spreadsheet to provide descriptions, manufacturer codes and pricing rationale? **Yes**
4. What is the yearly spend with your current distributor (s)? **Approximately \$ 165,000**
5. Who are your current distributor (s)? **Previous RFP was a dual award. We currently use GFS & Sysco Detroit.**
6. What time frame does the "Estimated Quantity" represent? (i.e. Monthly, Weekly, etc.) **Yearly**
7. What is the expected number of deliveries per week? **One delivery per week**
8. What is the estimated annual value of the contract? **See question 4.**
9. Who are your current suppliers? **See question 5**
10. Is you intent to award the bid to one supplier and not break it up? **Multiple awards will be considered**
11. With regards to pricing, are you looking for firm pricing or a cost plus margin pricing program? **Firm pricing**
 - a. Is there a specific date you would like us to use when pricing the market items (produce, dairy, meat, etc.) **See question 1**
12. Will you require samples? **Samples are not required with bid submission**

ADDENDUM SIGNATURE PAGE

NOTE: PLEASE SUBMIT ONE UNBOUND ORIGINAL AND THREE (3) COPIES OF THIS PAGE WITH THE PROPOSAL.

PROPOSAL FOR RFP #7159 FOOD & RELATED SUPPLIES

TO THE WASHTENAW COUNTY CHILDREN'S SERVICES

The undersigned as Bidder hereby declares that this Proposal is made in good faith without fraud or collusion with any person or persons bidding on the same Contract; that he has read and examined the Advertisement, Information for Bidders, Proposal, General Conditions, Agreement, Forms of Bonds, Specifications and Plans, as prepared, and understands all of the same; that he or his representative has made personal review of this document and has informed himself fully with regard to the conditions to be met in the execution of this Contract, and the undersigned proposes to furnish all labor, materials, tools, power, transportation, and equipment necessary for the execution of this proposal and performing related work in full accordance with the aforesaid Contract Documents, including any and all addenda officially issued, the receipt of which is hereby acknowledged:

Addendum No. /Dated

Signature

RFP #7159 Addendum #1/November 18, 2016

AWARD OF CONTRACT:

Washtenaw County reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected it will be the most advantageous regarding price (See: "Low Bidder" following), quality of service, the Vendors' qualifications and capabilities to provide the specified service, and other factors which the County may consider. The County does not intend to award a Bid fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before a Bid would be awarded, and negotiations would be undertaken with that Vendor whose proposal is deemed to best meet the County's specifications and needs.

Low Bidder:

A low bidder will be determined by the price, qualifications, and capabilities to provide the specified services.

End of Addendum No. 1

Beth Duffy, CPPB
Purchasing Agent
cc: RFP 7159