



November 21, 2019

To: All Potential Respondents

From: Julie Janssen, Purchasing Agent

Subject: RFP0320282002 Warehousing and Delivery Services for USDA Foods

Addendum One

Please amend the subject RFP to include answers to the following timely received questions:

- Q1. I represent Conagra Brands, Inc. in the school channel, and we handle frozen pizza products and hand-held items using USDA mozz cheese through NOI distributors under your current contract. I just received a copy of the new RFP, and after reading it, I do not see a respondent mechanism for a processing manufacturer such as ourselves. We have declined to do business via the direct diversion side, as our payment terms require 30-day payment on all invoices, and it has been made clear that we could not come to a satisfactory agreement with Keck regarding this....
- A1. The State is seeking responses from commercial NOI distributors that could carry and supply your products through the NOI process, so you are correct that processing manufacturers would not submit proposals in response to this solicitation.
- Q2. Going forward, it looks like you are looking for responses from Iowa firms with equipment, warehousing, and delivery capabilities across the state, and not strictly from a processing manufacturer who would make deliveries into your chosen NOI distributors, who would then provide storage/delivery of your awarded items to your RA's. As we are a manufacturer, would we need to approach the various distributors with our product pricing in order for them to submit, or is there a provision for us to provide pricing directly to Iowa based upon the model of further processing commodity products, making deliveries to the NOI distributors who would store and deliver our product as you or your member RA's would request?
- A2. As a processing manufacturer you would provide product pricing to NOI distributors submitting proposals in response to this solicitation.
- Q3. In regard to Attachment #6-Cost Proposal Further End Products- in order to be awarded the items in the category they want to bid on(beef, pork, etc.), does the manufacturer have to be able to meet the specifications on all items listed or can they be awarded just one if they meet the specifications and all other criteria?
- A3. A manufacturer would not have to meet all product specifications to be included on the Attachment #6 Cost Proposal. Categories of products will not necessarily only be awarded to one manufacturer under this solicitation.
- Q3. It appears all processed items currently available are being rebid- will there be re-testing again at RA's at some point once the manufacturer is approved for each category?
- A4. If by retesting, you are referring to taste testing, then there is a chance unknown products will have samples requested for taste testing through this RFP process.
- Q5. Are the manufacturers of end products responsible to put in the fixed fees per case portion on the spreadsheet for delivery? How do they know what that is if they don't know the vendors who are bidding on the delivery areas?

A5. Manufacturers would not be responsible for filling in the fixed fees. Commercial food distributors interested in responding to this RFP would fill out the cost proposal. They would reach out to manufacturers to get pricing on the products they are offering in their proposals.

Q6. Rich Products is a processor of flour, cheese and pork. We do not have the capability to warehouse or distribute to the small RA's. For this reason, we do not qualify for the bid on these logistic roles. We would like to submit pricing for use in the USDA process. Will there be another bid for the processing of USDA foods?

A6. At this time there will not be another bid released as related to USDA Foods processing. Manufacturers would submit pricing to interested distributors who are responding to this RFP.

Q7. Is this RFP for delivery services only or are you requesting pricing on the items listed on Attachment #13 Product Specifications as well?

A7. The distributors responding to this RFP are asked to supply pricing for the products listed in Attachment #13 on Cost Proposal Attachment # 6.

Q8. Our office has received copies of this posting for RFP320282002 – Warehousing and Delivery Services for USDA Foods, from several clients which are represented by Waypoint. We would like to ask for additional clarification on how this RFP is to be submitted.

- Is this RFP intended solely for the distribution center that will be housing and delivering USDA Foods, to provide a quote for warehousing and delivery services only?
- Or is this RFP also intended for clients and/or distributors to provide pricing on the items listed in attachment 6?

After reviewing all of the documents that were provided, it seems as though this RFP is intended to be submitted as two separate RFP's, one for warehousing and delivery, and one for the items listed in attachment 6. Can you please provide further clarification?

A8. This RFP seeks warehousing and distribution for both categories of products, direct USDA Foods obtained from USDA vendors, and further processed end products containing USDA Foods from manufacturers. Respondents are encouraged to submit proposals for warehousing and delivery of both categories of products, however it is acceptable to submit proposals for only one category of products.

Q9. Do we have to bid the entire category, (beef)?

A9. Respondents will fill out the cost proposal for all items they are submitting as part of the proposal. Any one manufacturer's products would not need to cover an entire category to be considered.

Q10. RFP0320282002 Section 1.6 Objective is incorrect.

The objective of this solicitation is for the Bureau of Nutrition and Health Services (BNHS) as part of the Iowa Department of Education (IDOE) to solicit proposals from Responsive and Responsible vendors to provide warehouse and delivery services of USDA Foods to eligible Recipient Agencies (RA) across the State of Iowa. USDA Foods include direct delivered items, as well as further processed end products from manufacturers.

This procurement represents a new way of doing business for the State of Iowa. BNHS seeks to combine distribution of these two categories of products (direct distribution and further processed end products) into a single contractor with state wide coverage. However, the SDA has divided the state into two service regions (Attachment #9) and will accept proposals for distribution of one category of products only, as well as for one service region only.

A10. Now, therefore, the parties herein acknowledge and agree that RFP0320282002 Section 1.6 Objective is hereby amended as follows:

The objective of this solicitation is for the Bureau of Nutrition and Health Services (BNHS) as part of the Iowa Department of Education (IDOE) to solicit proposals from Responsive and Responsible vendors to provide warehouse and delivery services of USDA Foods to eligible Recipient Agencies (RA) across the State of Iowa. USDA Foods include direct delivered items, as well as further processed end products through the net off invoice (NOI) value pass through method. This procurement represents a new way of doing business for the State of Iowa. BNHS seeks to combine distribution of these two categories of products (direct distribution and further processed end products) into a single contractor with state wide coverage.

However, the SDA has divided the state into two service regions (Attachment #9) and will accept proposals for distribution of one category of products only, as well as for one service region only.

Please acknowledge receipt of this addendum by signing in the space provided below, and return this letter with your offer (do not send back separately).

I hereby acknowledge receipt of this addendum.

Signature

Date

Typed or Printed Name