

City of Lynchburg  
Procurement Division  
900 Church Street  
Lynchburg, Virginia 24504  
Telephone No.: (434) 455-3970  
Fax No.: (434) 845-0711

**Addendum for Bid**  
**Schools Nutrition – Food & Other Consumables**  
**2016-077**

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Date: May 20, 2016

From: Stephanie Suter, CPPO, CPPB

RE: Addendum No. 1

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This Addendum becomes a part of the bidding documents and modifies the Project Manual and Drawing as noted below. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject bidder to disqualification.

1. Will there be an opportunity to do pricing adjustments on market items?

One mid-year adjustment permitted on items whose prices are impacted by a minimum of 3% as verified by manufacturer's statement. Seller must adjust pricing to the benefit of LCS where market indicators reflect a lowering of price on an item included in the contract.

2. Can we add additional columns to the right if we need to clarify an item?

Clarifications to a specific line item should be noted on a separately in the bid response, not by adding an additional column.

3. When providing pricing, would you like us to normalize our pricing to your case pack? For example, the Cheese Sauce, Mild Cheddar on Line 1, if our pack size is 8/5 LB and your pack size is 6/5 LB. We would convert our pricing to your pack size or show what our pricing would be if it was a 6/5 LB.

Yes, pricing should be calculated for the pack size specified. The offeror is responsible for clearly noting any differences in proposed packaging and/or units of measure in the bid response, and the offeror shall understand that if the item in question is awarded to the offeror, the quantity specified for that item will be adjusted to achieve an approximately equivalent amount of the product.

4. If we put a confidentiality clause in the bid will that disqualify our bid?

This bid is subject to the requirements of both the Freedom of Information Act and the Virginia Public Procurement Act. Bidders may identify proprietary information as specified in the bid documents.

5. Per the bid, prices are to be quoted for 15 months is that correct and will there be a chance to change prices on items? Also are the quantities listed for 9, 12, or 15 months?

The quantities listed are 12 month estimates.

Addendum No. 1, Food and Other Consumables

6. Can we put the information on a thumb drive instead of a CD?

Yes, this is acceptable.

7. Can you please confirm that the MFG ID# are correct for the two pizza items below?

- Line# 100 – 72WWEDP15 Pizza Wedge Round Edge Pepperoni.
- Line# 106 – 72WWED15 Pizza Wedge Round Edge Cheese.

Due to the shutdown of one of the Nardone Bros. plants, items 100 and 106 will not be in production until mid-school year. Schools will use Nardone Bros. 96WWEDP2 as the temporary replacement for line item 100 and Nardone Bros. 96WWED2 for line item 106. Schools will switch to the originally specified items once they are in production.

8. In regards to this bid, are nutrition and ingredient statements for all items required with the submission of the bid or will this be requested from the winning distributor after RFP is awarded?

Nutritionals for all items will be required of the winning distributor.

9. Could you tell me your average drop size per school? How much each school spends weekly?

See Attached. Diamond Paper for disposables. US Foods is for both disposables and consumables.

10. Item #269 – while reviewing the approved brands, the codes listed are not 100% Juice as listed in the item description. Do the flavors or description prevail? The 100% juice product exceeds the sugar listed in the description. In addition, the 100% juice flavors are only 3 versus the non 100% juice drinks.

Replace the description for item 269 with the following (item number, quantity, and unit remains the same):

<b>269</b>	<b>JUICE DRINK 100%</b>	Capri SunApple	<b>500</b>	<b>CS</b>
	fruit juice, no	087684001421Ber		
	more than 20g of	ry		
	sugar per 6 oz	087684001445Fr		
	serving, no	Punch		
	artificial flavors,	087684001469		
	colors or			
	preservatives,			
	aseptic pouch with			
	attached straw.			
	<b>40/6 oz Must</b>			
	<b>Specify Available</b>			
	<b>Flavors</b>			

**READ TERMS AND CONDITIONS AND SIGN**

In compliance with the above BID, and subject to all the conditions hereof, the undersigned offers and agrees to comply with any or all of the terms and conditions contained herein, or as mutually agreed upon by subsequent negotiations. This form shall become part of the final file.

Company Name: \_\_\_\_\_ Address: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Addendum No. 1, Food and Other Consumables

Vendor ID	School	Average Wkly \$
Diamond Paper	Bass	71.51
	Heritage Elementary	103.01
	Linkhorne Elementary	128.60
	Perrymont	109.32
	RS Payne	306.42
	Sheffield	159.25
	Dunbar	436.04
	Linkhorne Middle	491.26
	Sandusky Middle	482.46
	EC Glass	229.29
	Heritage High	238.68

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 2,755.85  
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US Foods	All IDs	Bass	Average Wkly \$
		Heritage Elementary	1,857.42
		Linkhorne Elementary	2,350.04
		Perrymont	1,876.62
		RS Payne	2,029.54
		Sheffield	2,452.57
		Dunbar	2,178.66
		Linkhorne Middle	5,353.32
		Sandusky Middle	4,256.14
		EC Glass	4,224.03
		Heritage High	2,998.48
			1,937.29

31,514.10