1. Do you have an estimated volume amount for this RFP?
   Combined annual spending for The Group is approximately $3,600,000 as listed on Attachment G, Distributor References.

2. Generally an RFP will have a “week of” date for pricing of all items. Should we use the date you gave for Produce for all products?
   “5.3 Cost shall be based upon the “latest Invoice” or manufacturer’s confirmation prior to the proposal opening or cost update to the school district. Latest invoices shall be dated no more than one (1) month prior to the proposal opening.”
   If distributors have not purchased an item within the last one (1) month they may use their most current invoice. Please provide an invoice date if outside of the one (1) month in Section 29 and The Group reserves the right to follow up with additional questions.

3. Regarding 5.5, does your definition of “distributor manufactured items” include private-label products, which are usually of comparable quality to national brand products?
   Yes. “24.3 When “Distributor’s Choice” is used in the item description the proposer may offer a price on any brand. The brand on which the price is offered must be stated in the proposal documents and cannot be changed during the effective period without the permission of the school district.”

4. A-7 beef patties, Advance #69079. We received pricing for #69097, could this be what you were wanting?
   Yes, please use Advance #69097

5. A-51 Tyson #7031. Could there be a digit missing here? Perhaps 70312 or 70314?
   Please use Tyson #70314-928
6. There are numerous items that don’t list the pack size you would like. Could we get this information?

   “25.6 Column 6 – Pack. Completed by proposer. This reflects the size and quantity of the item bid. For example; 6/#10 cans, 1-25# box, 4/5# bags, etc.”

   In many cases the specifications will list a specific manufacturer’s number. Please refer to the manufacturer’s number to determine the pack size we are currently using. Pack size for any items that don’t list a specific manufacturer number can be determined by the proposer. However, please refer to the item description column to ensure you are quoting the desired product size.

7. A-104 is hidden. Are we supposed to include pricing for it? If so, could you please provide complete item information?

   Item A-104 is Pollock Fillet Potato Cr. Please see Group A Addendum 3/31/17 which is attached.

8. Group D skips from D-144 to D-155, and group H skips from H-16 to H-18; are we missing items? If so, could you please provide us with complete item information?

   No items were missed or omitted in these cases. We edited our item list and simply failed to change the item numbers in this case.

9. For items E-50 through E-53 would you like powder or powder-free?

   Powder-free.

10. For H-1 and H-3 that have a pricing unit of CS, do you want us to adjust our actual cost to fit your pack size if ours differs?

    Please see Group H Addendum 3/31/17, attached, which lists the Pricing Unit for H-1 and H-3 as ounce.

11. Can we add columns on the right hand side of the spreadsheet for notes or to list flavors?

    Flavors listed reflect what The Group is currently using. Additional blank item numbers have been added to Group D Addendum 3/31/17, attached, and Group H Addendum 3/31/17, attached, for other flavor varieties. Other notes can be included in Section 29.
12. For line 60, the manufacturer number you list is #24589-928, which doesn’t appear to be the correct one. Should the correct number instead read 24569-928?
   Yes, please use 24569-928

13. We discussed items with assorted flavors that have different prices at the pre-bid meeting and you asked for a list of the items affected by this: D-63, D-64, D-66, D-92, D-94, H-1, H-2, H-3
   I did my best to find all of them but there could be a few I missed. It would be helpful to have a procedure you’d like us to use for any others anyone discovers during the pricing process.
   Use Group D and H Addendums 3/31/17, attached, for any items that would be included in those Groups. All others should be included in Group I Addendum 3/31/17, attached.

14. On page 5 if says the RFP and all the addenda will be posted on the Iowa City website. We are unable to locate the information. Will you please provide the web addresses and other directions that will help us to locate this information?
   The bid, specification spread sheets and addenda can now be found at the Iowa City Website, www.iowacityschools.org

15. We have noticed that some of the tabs on the spreadsheet have a place to enter a fixed fee for the secondary items listed at the bottom, and other do not. How would you like this addressed?
   Attachment E Addendum 3/31/17 has been updated to include a column for Fixed Fee per Group for Secondary Items.

16. Can we continue to ask product related questions after the 2:00 PM deadline on March 24?
   Yes.

17. Please clarify how items should be priced if the bidding distributor does not have an invoice within the 30 day time frame?
   If distributors have not purchased an item within the last one (1) month they may use their most current invoice. Please provide an invoice date if outside of the one (1) month in Section 29 and The Group reserves the right to follow up with additional questions.
18. Please confirm that USDA Rebates are NOT to be include in the proposal prices as written in section 5.2.
“5.2 USDA Rebates shall NOT be included in proposal prices.”

To clarify, the proposal prices listed in Column 9, Distributor cost, do not include rebates. Rebates are identified separately in Column 11.

19. When will distributors be asked to supply a substitute for an “approved equal”? Following the submission of proposals, The Group will review proposals and request via email any desired samples. Approved equals should have the same components and similar nutritional value. If a proposed item is unacceptable to The Group, the Distributor will be notified and given an opportunity to bid another item within the noted time deadline.

20. If a distributor receives the award, when could they expect each month to review each school’s menu?
The latest menu availability for any school in The Group would be by the 15th of the month for the following month.

21. Please clarify pricing language used in “4.4 Pricing. Case cost should be locked in for the greatest extent of time to avoid price increases for duration of the contract. Pricing shall be based on delivery to Distributor’s warehouse.”
The Group expects best pricing for the longest amount of time possible based on our current usage and cost to Distributor. The Group reserves the right to follow up and request specifics on length of firm pricing on any item. Distributors may submit in Section 29 any additional information including manufacturer’s firm pricing and length. Consideration will be given to information provided.

22. Will total dollar amounts per group for each Distributor proposal be shared at the Award of Contract?
No, the criteria for evaluation of competitive pricing was not based on total dollar amounts per group.
23. Please clarify how to fill out Attachment A, specifically what should be included in the following statement: “Received Request for Proposal and addenda ____ through _____ prior to proposal submittal.”

Distributors should all be in receipt of the entire RFP including all attachments and addenda #1, which is everything in this email, prior to submitting proposals. If additional addenda are required they will be numbered in numerical order and each Distributor should attest to receiving any and all addenda. At this time it would be, “addenda #1 through #1 prior to proposal submittal.”

24. Will there be a written recap of the questions and answers from the pre-bid meeting?

All questions, whether addressed verbally on March 20th or through email, are answered above.