

STATE OF WASHINGTON
OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION

OSPI RFP 2019-05 Proposals for Processed Donated USDA Foods
Addendum 01 Questions & Answers and
Amendment 02

Note to potential respondents:

All amendments, addendums, and notifications will be released via the Washington Electronic Business Solution (WEBS) web site.

NOTE: The proposal due date 3 p.m. Wednesday, October 31, 2018

1. I see that there is a bid for Processed Donated USDA Foods for cheese products. Can you tell me when the poultry bid will be issued please?

Possibly next year.

2. Have a question on this bid. We are a Manufacturer and need to know if we cannot bid all items in a category but can only bid one item are we able to bid. Example can only bid Flavored cheese sauce under the Cheese portion. Are we able to bid that one item only and not all items in the Category? Is this a distributor bid and is it your intent to award one Prime Vendor or by Category. Thanks so much trying to save us both a lot of work.

You do not need to bid on all items in the RFP. This is not a distributor bid. It is not our intent to award one Prime Vendor.

3. We were wondering if there is a separate SY19-20 bidding opportunity available for Chicken products, specifically for commodity chicken #100113?

Not at this time – possibly next spring.

4. The specifications as far as meat / meat alternate, grain, and vegetable are the same for both types of pizza, but the sodium levels are very different. A 2 grain, 2 meat, 1/8 cup veg product profile can be used for all levels from K to 12 regardless of the shape of the slice. Can you please have someone explain why there is such a large difference. Would it be possible to have one standard for all pizzas that are supposed to have the food components specifications? Same for the weight of the pizzas, can there be some flexibility. 4.3 to 5 oz seems a little light.

We will be issuing an RFP Amendment in the next few days that will address your concerns.

5. These 2 items may restrict open and fair competition :
 - Sodium per serving (this is far lower than most customers are requesting)

- Awarding both items to the same manufacturer (most other companies don't make a pepperoni version)

These 2 items eliminate most competition except for Tyson/Bosco. They may be the only company that meets these specs. I am not completely certain of this, but I know it eliminates most of the companies I am aware of that produce this item.

We will be issuing an RFP Amendment in the next few days that will address your concerns.

6. Q&A, amendments or addenda – should any or all of the aforementioned items be included in the bid submission? If meant to be included, in which section would you expect to see them submitted?

As long as you submit the amended RFP and the Q&A Addendum with a dated signature showing that you have seen the updated parts of the RFP. That is all we are looking for is to make sure that any and all amendments are noted by the vendor.

7. Will you accept a 10 cut 16 inch pizza even though the spec reads an 8 serving / pie?

Yes, we will accept a pie cut into 10 pieces per the "similar size and similar item" phrase.

8. Can an alternate item be bid for each item spec listed? If an alternate can be bid, how would you expect to the information supplied back to you? Duplicate the price worksheets and note alternate?

If you want to submit an alternate item, yes, please use the format provided in the specs for the items we are looking for and duplicate it and use for your alternate item. Make sure it is clearly marked as an alternate item.

9. Page #14 / Section C Proposal Contents: The last sentence at the top of this page states: The four (4) major sections of the proposal are to be submitted in the order noted below:

1. Letter of submittal including signed:
 - a. Certifications and assurances
 - b. Contractor Intake Form
2. Vendor Profile and References
3. Cost Proposal/Price Worksheet

There is "no" number four listed and as the pages go on to explain what sections 1, 2 & 3 should contain, it does not state what number four should include. Is there a part missing?

Yes, you are right, there are only 3 sections that are required. The correction is posted in the Amendment dated October 17, 2018.

10. Pages 15/16 – E. Samples. If a vendor is asked to supply samples, would it be for a whole case of product or a certain amount of servings?

We would ask for a case or two of samples to be sent to a school for student taste testing.

11. How is it determined which product(s) samples would be requested for?

Samples will be requested based on vendor response to desired product specifications. In an effort to reduce redundancy, samples may not be requested of products with like specifications from the same vendor.

12. I noticed that the State of WA RFP for Processed Donated USDA Foods has been released. Do you know if another RFP will be released for additional categories?

Not at this time. Possibly next spring (2019).

13. Does the coop agreement between WA, AK, and OR extend reciprocity or piggyback opportunities to the various pricing agreements which are quoted to various k12 operators/coops in each of the three states, or are each state's bids sovereign to the members of the quoted group? We have quotes for individual districts and coop entities in each of the three states. If prices are duplicated, which one(s) have precedence?

OSPI has no extended pricing agreements with other states nor do we piggyback on Districts or Co-Ops pricing agreements. Once finalized, our pricelist are made public. Co-Ops and Districts can choose to order from their preferred source.

14. Does OSPI in WA administer diversion of commodity cheese for Oregon and Alaska, or just Washington?

Just WA

15. I understand we need to submit the sample contract. Do we fill that out as completely as we can, or simply sign it and send it along?

Please do not complete the contract and submit – it is only a part of the RFP as a sample to vendors so they are familiar with what OSPI will send if awarded a contract.

16. The document mentions sample product for testing if requested, and that the product must be delivered within five days of the request. How much product will be required and to how many sites will samples need to be sent.

Up to 9 site locations will require the delivery of samples. Samples sizes should represent a minimum of 40 servings.

17. On page 49 of the RFP, in the groupings of product to be awarded, you have combined items 5 and 6 into a group to be awarded. This is a mozz-filled breadstick and a mozz/pepperoni-filled breadstick. Grouping those items into a single award will disqualify our company from offering our product, as we do not offer a mozz/pepperoni-filled breadstick. The mozz-filled breadstick WA OSPI has been using for the past several years has been our product. We believe this unfairly discriminates against our firm, denying us the opportunity to compete for an item we have successfully offered the State of Washington for years. Can this be rectified by splitting that group into 2 line-item awards?

In the next day or so, we are issuing an amendment to the RFP that will address your concerns.

18. In the interest of maintaining an equitable standard across all the players here, I would suggest that your office issue a firm decision on a hard price for commodity mozzarella for the sake of evaluating prices from the different competitors; if that is the current USDA price (\$1.6291 per pound) plus 5%, I have no issue, but we should be consistent across all those who are offering, don't you think? If the exact USDA figure differs when the file is formally announced, those numbers can be adjusted after the fact. I would not want to be figuring a 5% increase over present value when my competitor(s) would be using a different figure. If you decide on using the current value, or whatever figure works for you, at least everyone would be using the same commodity cost to quote. Please advise.

For pricing on USDA products included in your case price, please use the USDA price from October 1, 2018.

19. If our products exceed the Meal Pattern Contribution (for example, 2.5 grain & 2.5 m/ma), is this acceptable? Or are you looking for exactly 2 grain, 2 m/ma?

We are looking for the meal pattern stated in the RFP.