



**Nampa School District No. 131
Nutrition Services Bids May 2018
Addendum #1—Questions & Clarifications**

All questions should be submitted:

via email to bids@nsd131.org or via mail to: Nampa School District
619 S. Canyon Street
Nampa, ID 83686
Attn: Scott Jacobsen

All questions and answers will be posted on this form in as expedient a time as possible. No answers will be provided solely to any bidder, though NSD may respond directly to inquiries to seek clarification of submitted questions.

Re: Duplicated item listings

3/27/2018

Q: We noticed several items seemingly listed twice—exactly duplicated item descriptions but with unique item numbers. Is this an error of double listing, or should we be planning for doubled usage of those items?

A: “Duplicated” items are separate line items to bid for site delivery versus central warehouse delivery; the item description should specify those items for which site delivery may be requested. We do not intend to purchase double quantities or equal quantities for site and warehouse delivery; we make a determination for those items as to our preferred receiving site, based on operational requirements and relative pricing.

Re: Line item 00001565 size & manufacturer code

3/29/2018

Q: Line item 00001565 () requests 4.23-oz size product, but the listed manufacturer code 00082 specifies 6.75-oz size product (manufacturer code 00066 specifies the 4.23-oz). Which size product do you want bid?

A: We want the 4.23-oz size, manufacturer code 00066.

Re: Site delivery day

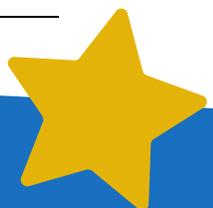
3/28/2018

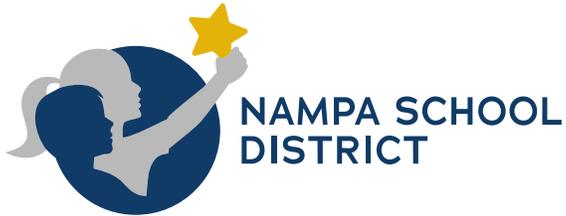
Q: Excepting sites to which Fruit & Vegetable Grants apply, is Wednesday-only delivery acceptable for all delivery locations?

A: Per the delivery days & times in the bid specifications, yes, Wednesday is acceptable as long as the deliveries stay within the specified time windows. However, due to the shortened-day schedule on which our schools operate on Wednesday, and the resulting tightened work time for kitchens, we would request that some preparatory work/discussions be done prior to the onset of the fall school year so we can avoid operational difficulties that might stem from such a concentrated delivery schedule.

Inspiring Excellence — Every Child, Every Day

619 S. Canyon St. Nampa, ID 83686
www.nsd131.org





Re: Sample quantities & delivery address

4/2/2018

Q: For samples of alternative items, do you require a full case or is a partial case sufficient?

A: Partial case quantities are acceptable.

Re: Samples delivery address

4/2/2018

Q: Can you confirm the delivery address for samples?

A: Of course—

Nampa School District Nutrition Services
8076 E. Executive Drive
Nampa, ID 83687

**Note that the postal code for the Nutrition office is different from that of the District Office.*

Please mark the package as containing samples for this bid.

Re: Paper/Cleaning bid

4/2/2018

Q: In order to put forward our most competitive pricing, can you answer the following questions regarding your Paper & Cleaning Products Bid:

- a) Based on previous history, how often are orders placed for the liners and gloves listing in the bid?
- b) Based on previous history, when an order for liners and gloves is placed, how much is ordered each time?
- c) How many delivery locations are there and where or is there a central warehouse/other?
- d) To clarify, the quantities listed for gloves and liners are the number of cases potentially ordered? Not pairs, boxes, or individual liners?
- e) Would you be able to provide a copy/image of the bill of lading for the gloves and/or liners to the vendor upon receipt of any order?
- f) May we acquire samples, at our expense, of the gloves and liners currently in use by your district?

A: In order:

- a) Items for delivery to the central warehouse will be ordered quarterly; items for delivery to buildings are typically ordered biweekly.
- b) Historically, we have placed quarterly orders for delivery to the central warehouse. We wish to explore the central warehouse option pricing against a site delivery option. Individual sites have ordered from the central warehouse on an as-necessary basis. Due to differential consumption across the individual sites, we cannot accurately predict the order interval for all sites; we expect that an “average” order interval for each site would be twice monthly.
- c) We have 24 individual locations plus the central warehouse. The warehouse is located at 8076 E. Executive Drive, Nampa, ID 83687.

Inspiring Excellence — Every Child, Every Day

619 S. Canyon St. Nampa, ID 83686
www.nsd131.org





- d) Listed quantities are cases. Individual items list the particular assumed case sizes that may be extrapolated to arrive at an expected annual quantity.
- e) Yes. The vendor would only need to specify the fax number or email address to which a scan should be sent (preferably an email address).
- f) Yes. Please contact Nathaly Suarez at the Nutrition Services office to make such arrangements. 208-468-4607 by phone or nsuarez@nsd131.org by email.

Re: Firm bid pricing

4/2/2018

Q: Section 2 of the Produce bid states that bid prices are to be held firm for six (6) months from July 1, 2018 to December 31, 2018. Are the bid prices indeed to be held firm for that period, or are vendors able to adjust prices in response to changes in market pricing?

A: Bid prices are to be firm for the duration of the term; no allowance is been made or included for market price-related adjustments to offered bid prices under the Fresh Fruit & Produce bid.

Re: Bid deadline

4/2/2018

Q: What is the deadline for bids to be submitted to the District?

A: As stated in the published Invitation to Bid, all bids are due to the District no later than **4:00 pm on Tuesday, April 24, 2018**. This deadline is also listed on the bid cover sheet as well as on the optional-to-use mailing label, each of which is included with the bid packet.

Re: Act of God clause

4/2/2018

Q: I do not see any Act of God clause in the specifications; am I missing it or does the bid not include one?

A: The bid specifications do not include an Act of God/Force Majeure clause. The District offers no prior definitions of what will or will not, may or may not qualify as Force Majeure. Nonetheless, we recognize that such events may occur, and will address any such occurrence ad hoc and at the request of the supplying vendor.

Re: Chocolate milk quantity, Item 00000300

4/10/2018

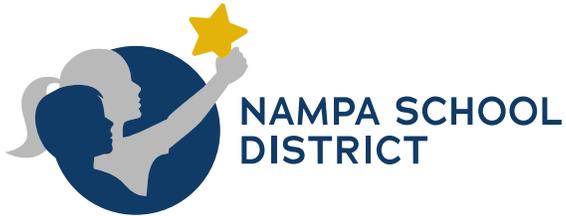
Q: On the dairy bid, HP FF Chocolate milk HP PP lists total quantity as 113,500. I believe this quantity should be 1,135,000. Can you verify the correct quantity for this item?

A: Yes, you are correct. The listed total quantity for Item 00000300 Milk – HP Chocolate – 540 Skim/FF – PP should be 1,135,000.

Inspiring Excellence — Every Child, Every Day

619 S. Canyon St. Nampa, ID 83686
www.nsd131.org





Re: Site delivery & warehouse delivery on Paper & Cleaning Bid

4/12/2018

Q: The current Paper & Cleaning Bid is requesting "SITE DELIVERY" for a number of items; this has not been the case with prior versions of the Paper & Cleaning Bid. Does "site delivery" mean delivery to specific schools? May we bid only on warehouse delivery, or are we required to bid both warehouse and site?

A: The addition of the site delivery option this year is so we may determine if an operational advantage may be gained via site delivery, and at what cost, versus warehouse delivery. Yes, "site delivery" indicates delivery to our individual school sites. Bidders may bid those dual-delivery-option items as they prefer; we do not require that any bidder respond to both options. Declining to bid on either option of the dual-delivery-option item will not affect a bidder's opportunity to win the item bid for the other option for which a bid is offered.

Re: Past award tabulations

4/16/2018

Q: Can you provide award tabulations for past bids?

A: All prior bid tabulations are housed on the NSD website in the same location as the current bid. Look for folders labeled "Closed Bids/RFPs 2017," "Closed Bids/RFPs 2016," and so on, for whatever year you wish to review. Full bid award recommendation packets as submitted to and approved by our Board of Trustees are available there, in pdf format.

Re: Past order history

4/16/2018

Q: Are you able to provide past order history for Paper & Cleaning Products?

A: The quantities requested in the bid item listing are based on past use and expectations of use in the coming year. As such, we believe the quantities to be accurate projections. The particular software package we use to manage Nutrition inventory and use does not lend itself to this type of report; we can produce some version of such, but doing so is time intensive, or the report is imprecise, or both. We would prefer to avoid both conditions; however, if a bidder believes prior use reports are vital to its bid, please submit a request for precisely the item or items of interest and we will do our best to post that report as an attachment to the bid specifications.

Re: Ship-to locations

4/16/2018

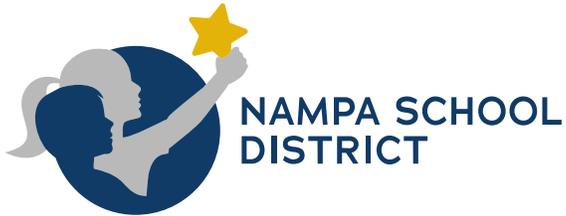
Q: Can you provide the ship-to locations for your sites?

A: Yes, but given the amount of information, we will issue this as Addendum #2 rather than list them here. Please refer to the Nutrition Bids May 2018 folder for that addendum.

Inspiring Excellence — Every Child, Every Day

619 S. Canyon St. Nampa, ID 83686
www.nsd131.org





Re: Number of copies to return

4/17/2018

Q: In the past you have requested an original and one copy of the bid be submitted, but I do not see that requirement this time. Are you looking for only the original to be submitted?

A: We are not requiring extra copies of bids this year, though bidders may submit a second copy if they wish. We intend to require an original and a digital copy (likely pdf) on a portable device (thumb drive or similar) as part of future bids. While this is not a requirement now, we do invite bidders to include a pdf copy with their printed/sealed submission.

Re: Submission format & delivery means

4/19/2018

Q: Is it possible to submit our bid electronically, or must it come via mail?

A: We are not currently able to accept digital submissions prior to the bid deadline, as we cannot review any bid pricing before the published deadline and public opening of bids. We are requiring a single hard copy of the bid, though vendors may include additional hard copies if they wish. We are not requiring any electronic/digital format submissions, but vendors may include a digital copy of their bid in pdf format, on a thumb drive or other device, with the bid submission. The required hard copy may be sent via USPS, FedEx, UPS, or any other delivery means; bidders may also hand-deliver their bid at any time prior to and up to the submission deadline.

Re: Produce bid & standard pack sizes

4/19/2018

Q: A number of items requested under the Produce Bid ask for quantities that differ from industry standard packing/shipping quantity or size. Can you provide guidance on whether we should bid the industry standard size, or offer a price for the quantity as requested, based on that industry standard?

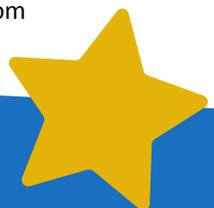
Item #	Description	Bid Quantity Requested	Industry Standard Pack
00000671	Napa cabbage	Case 10#	Case 30#
76222029	Baby carrot, prepackaged	Case 200/1-oz	Case 200/1.6-oz
76221844	Red grapes	5# bag	Case 9/2#
76221846	Kiwi	Case/115 count	Case/117 count
00001553	Pears, red	Case/135 count	44# case or 22# half case
00000174	Pears, red	Case/65 count	44# case or 22# half case
00001330	Tangerine	Case 10/3#	Case 12/3#

A: Given the disparity in units of measure for some of these items, we have determined that a simple conversion is not appropriate (e.g. a 30# case of cabbage could be converted on a per pound basis to a quote for 10 lbs. but a 44# case of pears cannot directly be converted to an each count). We will remove these seven items from bid consideration and reissue them as a separate price quote following the completion of this bid; the subsequent price quote award will be issued as an addition to any award under this bid, or as a separate purchase agreement in the case of a vendor lacking an award from this bid.

Any prices offered on these products as part of this bid will be disregarded. No vendor shall be disqualified from subsequent price quotes or bids based on failure to offer a price under this bid.

Inspiring Excellence — Every Child, Every Day

619 S. Canyon St. Nampa, ID 83686
www.nsd131.org





NAMPA SCHOOL
DISTRICT

Last updated: April 23, 2018

Inspiring Excellence — Every Child, Every Day

619 S. Canyon St. Nampa, ID 83686
www.nsd131.org

