



PURCHASING DEPARTMENT
1772 County Services Parkway
Marietta, Georgia 30008-4012
(770) 528-8400/FAX (770) 528-1154

Rick Brun
DIRECTOR

ADDENDUM No. 1

**Sealed Bid # 10-5488
Request for Proposal
Congregate and Home Delivered Meals for the Senior Citizens of Cobb County
DATE: May 21, 2010**

Page 1 of 4

The following addendum hereby amends and/or modifies the Proposal Documents and specifications as originally issued for this project. All proposers are subject to the provisions of this Addendum.

Proposers shall acknowledge receipt of this addendum.

Include this original form inside your proposal package.

This Addendum consists of:

- Questions submitted in writing
- Senior Center Floorplan

All bids must be received before 12:00 (noon) by the Bid Opening date. Bids shall be delivered to Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, GA 30008.

Electronic / faxed bid response will not be considered.

I acknowledge that I have received Addendum No. 1

**Sealed Bid # 10-5488
Request for Proposal
Congregate and Home Delivered meals for the Senior Citizens of Cobb County**

Company Name

Signature

Date Sent to Purchasing

Please Print Name

Please sign, date, and return this form ONLY to:
Cobb County Purchasing Department
Fax #: 770-528-1154
E-Mail: purchasing@cobbcounty.org

Please note: The deadline for questions is: May 18, 2010 by 5:00 pm
Any questions received after this deadline will not be considered.

RFP # 10-5488
COBB COUNTY SENIOR SERVICES DEPARTMENT
RFP- CONGREGATE AND HOME DELIVERED MEALS

RESPONSE TO QUESTIONS SUBMITTED IN WRITING
May 21, 2010

Question #1: I do not do hot foods distribution. Can I bid Shelf Stable Meal separately? Who do you use now?

Answer #1: No. The contract will be awarded to bidder who bids on Phase 1 and Phase 2. Last question is not germane to the bid proposal.

Question #2: Concerning phasing phase I into phase II, is there a date timeline for that conversion?

Answer #2: Currently we do not have a definite timeline, but the tentative month is March 2011.

Question #3: Regarding any profits or losses of the Cafe - if this is a true enterprise being run by the successful bidder, why are some of the profits going back into the County if the County has no stake on the losses side of the venture, and what is the proposed percentage of profit the County is asking for?

Answer#3: Cobb County is providing the space, utilities, equipment, building maintenance and repair and making patrons available. It was an administrative decision that a portion of the profits be returned to the County. There has been no proposed amount. The RFP requests that the bidder make a reasonable offer of the percentage and this amount will be negotiated with the successful bidder prior to signing the contract.

Question #4: Is the successful bidder setting the Cafe meal prices, or is the County and the successful bidder then invoicing for meal/cafe costs?

Answer#4: The successful bidder sets the prices, but all final menus and prices must be approved by Cobb County Senior Services.

Question #5: Under dietary restrictions, does the statement, "*all meals will be no concentrated sweets,*" mean that no traditional desserts will be served?

Answer #5: No. The desserts served to the seniors who receive congregate meals and home delivered must not contain any concentrated sweets, but traditional desserts can be served at the café. Congregate seniors and patrons may choose to purchase traditional sweets for a price.

Question #6: On page 26, #6, what is meant by the statement, "*this plan must clearly identify the required minimum service of menu food items*"? Does this mean minimum amount of each item, minimum temperatures? Please clarify.

Answer # 6: It means that the menu plan must clearly identify the amount or portion size of each food item that is to be served.

Question #7: Regarding having "*proof of 6-month financial resources*," is this just for the Cafe portion of the RFP or for contract totals to include home delivered meals and congregate?

Answer#7: It is noted in the RFP for Phase II, which includes the Café and the provision of HDM and Congregate Meals.

Question#8: Can we get a diagram (layout) of the Cafe kitchen facility to include the measurements (space size) of the refrigerators and freezers (walk-ins)?

Answer#8: Currently only have the *proposed* floor plan which includes 3065 square feet for the kitchen. Equipment has not yet been purchased. Additional space for storage and Chef's Office is also planned. Please see attached. The beauty of this RFP is that the successful bidder will be in place in Phase I to have some input into the purchase of the kitchen equipment prior to us moving into Phase II.

Question #9: Why are there performance and payment bonds required for this RFP (pg. 32, section 8)?

Answer#9: It is per county policy. The bond is a guarantee that the successful bidder will perform faithfully according to the contract and the successful bidder will pay any subcontractors.

