



ROWLAND UNIFIED SCHOOL DISTRICT
1830 S. NOGALES STREET
ROWLAND HEIGHTS, CA 91748

ADDENDUM 1

FRESH PREPARED VENDED MEALS
RFP BID# 2018/19:(R2)

JULY 3, 2018

TO ALL PROSPECTIVE BIDDERS:

Note: *The following Addendum shall become part of the contract documents and the bidder shall provide for all work as required by this Addendum. Acknowledge receipt of the Addendum on the Bid Proposal Form.*

Specifications/Clarifications:

1. **Bid No. 2017/18:(R2) has been changed to Bid No. 2018/19:(R2)**
2. **What is the student enrollment for each grade by K-5, 6-8, 9-12 at each location?**

See attached - we do not have enrollment broken-down by grade levels as we currently overlap the K-5 and 6-8 menu planning meal patterns. We are not requesting any meals for grades 9-12.

3. What is the daily average participation for Breakfast, Lunch, Snack, and Supper for **each school by grade levels** above by school? Are the numbers in schedule A (page 9 & 10) your estimated guess for the average participation by school? Could you please provide clarity on why the estimated annual quantity (on Page 8) differs from the individual site totals.

Please see Schedule A for the Daily Average Participation for breakfast and lunch - we do not have participation broken down by grade level. The numbers on page 9 & 10 are our ADP numbers with some padding for sites where we are implementing CEP. On Page 7, we anticipated that we would not purchase vended meals for all school sites for the entire school year. We were more conservative with our numbers assuming that we would prepare a portion of our meals at some of our kitchens equipped to do so, with the remainder purchased from an outside vendor.

4. Do you follow Offer vs. Serve? **Yes**
5. Do you prefer cold items for breakfast and lunch or the option of hot/cold items?

Option of both hot/cold items

6. Who will be assisting with serving meals at each location? Does Rowland USD have staff for service?

Nutrition Services staff will be serving the meals.

7. Do you have staff to assist with warming meals on-site?

We do not have equipment to warm meals on-site - they must be delivered hot.

8. Is Breakfast in the classroom required for any students? **We do not offer breakfast in the classroom**
9. For lunch service, how many lines are formed at the school? **One line at each school**

10. What current kitchen equipment do you own by site? (e.g. oven, re-therm, refrigerator, milk cooler) Is any equipment needed? If so, please define by school location what is needed.

Majority of sites have refrigerators, freezers, and milk coolers. Oswalt and Telesis have ovens. Northam has a re-therm. We are requesting that hot meals be delivered already hot, and if needed, we can make sure that food warmers are on site to keep food at proper temps, but not to heat up food.

11. Who runs the POS? **Nutrition Services staff**

12. Are there any challenges with delivery of meals such as stairs, narrow hallways, etc.

None that we are aware of, other than busy student drop-off pick-up times in the morning (between 7:00 and 8:00 AM) and in the late afternoon (between 2:00 and 3:00 PM).

Rosana McLeod

Director of Purchasing