

BID ADDENDUM NO. 1

Meal Services Invitation for Bid IFB No. MS-2012

Due Date: November 13, 2012 at 2:00 p.m.

TO: ALL BIDDERS

Bidders are advised, the following provisions of IFB/contract MS-2012, Meal Services, have been amended and will supersede the corresponding terms and/or conditions of the IFB/contract, as set forth in this Addendum No. 1.

All terms and conditions of the IFB/contract that are not amended by this Addendum No. 1 shall remain the same as set forth in the IFB/contract.

Please note the following changes to the subject Invitation for Bid/contract proposal before submitting your offer.

A signed and dated copy of this Bid Addendum No. 1 must accompany your bid.

1. Section 53(D) ("21 Day Menu Cycle; Ingredients Lists; Nutritional Analysis") of IFB/contract MS-2012 is hereby deleted in its entirety and replaced with the following:

D. 21 Day Menu Cycle; Ingredients Lists; Nutritional Analysis.

- i. For purposes of this bid, District shall provide general 21 day cycle menu cycles for each type of meal to be provided pursuant to this IFB/contract including: cold breakfast, grab and go breakfast, hot breakfast, snack, and lunch. Such menu cycles are attached and incorporated into this IFB/contract as though fully set forth herein, as Attachment K ("21 Day Menu Cycles").
- ii. In response to the general 21 day menu cycles provided pursuant to Attachment K ("21 Day Menu Cycles"), Contractor/bidders shall provide the following information for each type of meal (cold breakfast, grab and go breakfast, hot breakfast, snack, and lunch): (1) Provide a fully detailed menu for all meals to be provided, (2) Provide ingredients lists for all meals in the menu cycle, and (3) Provide a complete nutritional analysis for each meal within each 21 day menu cycle demonstrating that all meals furnished shall

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meet or exceed the HHFKA requirements per Section 53(C) (“Healthy Hunger-Free Kids Act Requirements”). The same information shall be submitted by Contractor, if an award is made, for all menu cycles for all meal services to be provided under this IFB/contract. Contractor/bidders shall prepare the bid information regarding detailed menu, ingredients lists, and nutritional analyses for the LUNCH menu, 21 Day Cycle, with no salad bar, but shall provide pricing for all salad bar options as detailed in Section 53(G) (“Bid Scenarios”). Contractor/bidders shall ensure that all meals shall conform to the “Offer vs. Serve” meal platform. Contractor/bidders shall ensure that no meal shall be repeated more than once in any 21 day cycle menu. Contractor/bidders shall utilize unflavored one percent (1%) fat milk in the required nutritional analysis for the 21 day menu cycles, however, pursuant to Section 54 (“Meal Components; Exclusion of Milk”), milk shall not be a part of the meal components purchased by the District under this bid/Contract and shall not be included by Contractor/bidders in the pricing for this IFB/contract. To determine meal requirements and equivalents met by each item and compliance with HHFKA, Contractor/Bidders shall refer to the most current version of the Food Buying Guide for Child Nutrition Programs (Program Aid Number 1331), most recently revised in 2012, or any official updates thereafter. Bids shall include service for all meals in the 21-day menu cycles, and all other necessary meal components, five days per week except for school calendar holidays. All meals, meal components, and meal services shall meet the requirements of this IFB/contract.

- iii. The determination of the lowest bidder under this IFB/contract shall be based upon the sum of all lettered areas (A-O) in the Total Price column of the Revised Bid Sheets (Attachment B.1), as completed by Contractor/bidder, which represents the estimated daily cost to the District from the Contractor/bidder under IFB/contract MS-2012, at the estimated volumes across all grade levels and all meals. For the purposes of determining the lowest bidder under this IFB/contract, District shall use bid pricing for all meals (cold breakfast, grab and go breakfast, hot breakfast, snack, and lunch) pursuant to option (1) (traditional food service utensils and packaging) of Subsection (G) of Section 61 (“Packaging; Condiments”), and bid pricing for the lunch meal, with regard to salad bar, shall be based upon option (3) (no salad bar) of Section 53(G) (“Bid Scenarios”). These specific options for all meals are shown in the lettered sections (A-O) of the Total Price column of Attachment B.1 (Revised Bid Sheets), the sum of which shall be used to determine the lowest bidder. All bid pricing, if an award is made, shall remain in effect throughout the term of the Contract, except as otherwise expressly provided for in this IFB/contract. Notwithstanding the foregoing, all areas of the Revised Bid Sheets (Attachment B.1) must be completed by Contractor/bidder, as required in this IFB/contract. Attached and incorporated into this IFB/contract as though fully set forth herein, is Attachment B.1 (“Revised Bid Sheets”).

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2. IFB/contract No. MS-2012 is hereby amended as follows:

Wherever the phrase "Bid Sheets" appears throughout IFB/contract MS-2012, it shall be deleted and replaced in its entirety with the phrase "Revised Bid Sheets", and wherever the phrase "Attachment B" appears throughout IFB/contract MS-2012, it shall be deleted and replaced in its entirety with the phrase "Attachment B.1".

3. IFB/contract No. MS-2012 is hereby amended as follows:

Attachment B ("Bid Sheets") is hereby deleted and replaced in its entirety with Attachment B.1 ("Revised Bid Sheets"), and Attachment B.1 ("Revised Bid Sheets") is hereby attached and incorporated into IFB/contract MS-2012 as though fully set forth herein.

4. Section 53(G) ("Bid Scenarios") of IFB/contract No. MS-2012 is hereby deleted in its entirety and replaced with the following:

G. Bid Scenarios. Contractor/Bidders shall include in the bid response a tiered pricing and service structure that includes a break-out of lunch with the following **three (3) scenarios**: (1) five days a week salad bar; (2) two days a week salad bar; and (3) without salad bar. In all three scenarios, Contractor/Bidders shall provide a minimum of five fresh fruits and five fresh vegetables offered weekly. At a minimum, salad bar selections shall include but are not limited to: Cherry tomatoes, spinach, romaine lettuce, cucumbers, broccoli florets, shredded carrots, jicama, corn or other salsa, raisins, and sunflower seeds.

5. Subsection (C) of Section 59 ("Food Quality, Inspections and Labeling") of IFB/contract No. MS-2012 is hereby deleted in its entirety and replaced with the following:

C. Contractor shall ensure that all meals are delivered in containers that are sound, clean, sturdy and sealed. Opened or damaged packages will not be accepted. Contractor shall ensure that all packages have uniform identification labels written in English. Contractor shall ensure that the brand name, item code, Child Nutrition (CN) label (if used), and count are clearly identified on master cases and boxes within master cases.

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6. Subsection (G) of Section 61 (“Packaging; Condiments”) of IFB/contract No. MS-2012 is hereby deleted in its entirety and replaced with the following:

- G. Bidders shall submit with the bid response pricing and specifications breakouts for **four (4) scenarios** as follows: (1) with traditional plastic (or other) food service packaging and utensils, (2) with traditional plastic utensils, but food service packaging that meets the requirements listed in Section 61(F) (“Zero Waste Goal”); (3) with traditional plastic or other food service packaging, but utensils that meet the requirements listed in Section 61(F) (“Zero Waste Goal”); and (4) with both utensils and food service packaging that meet the requirements listed in Section 61(F) (“Zero Waste Goal”).

7. Subsection (C) of Section 68 (“Community Tasting Panel”) of IFB/contract No. MS-2012 is hereby deleted in its entirety and replaced with the following:

- C. The Community Tasting Panel shall be held on Friday November 16, 2012 from 2:00 p.m. to 4:00 p.m. (or later as needed). The location of the Community Tasting Panel shall be SFUSD’s Tenderloin Elementary School 627 Turk Street, San Francisco, CA, 94102.

8. Section 72(D) (“Bid Requirement Checklist”) of IFB/contract No. MS-2012 is hereby deleted in its entirety and replaced with the following:

- D. **Bid Requirement Checklist.** This Section 72(D) (“Bid Requirement Checklist”) provides a summary of the requirements of this Invitation for Bid for convenience only, and in the event a conflict between this Section and any other more detailed section of this Agreement on the same subject matter, the other such section shall control. Bidder shall be responsible to meet all requirements of this Invitation for Bid regardless of the contents of this Section 72(D) (“Bid Requirement Checklist”).
1. As applicable, information on any subcontractor, pursuant to Section 19 (“Subcontracting”).
 2. Implementation Schedule, pursuant to Section 22 (“Schedule for Implementation”).
 3. Location of facilities, pursuant to Section 52(C) (“Contractor Locations”).

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4. Emergency Contingency plan, pursuant to Section 52(L) (“Emergency Contingency Plan”).
5. List of key support personnel and corresponding resumes, pursuant to Section 53(B) (“Key Support Personnel; Resumes”).
6. Detailed menus, ingredients lists, and nutritional analyses, for all meals in the COLD BREAKFAST 21 day menu cycle for K-5; 6-8; 9-12, pursuant to Section 53(D) (“21 Day Menu Cycle; Ingredients Lists; Nutritional Analysis”).
7. Detailed menus, ingredients lists, and nutritional analyses, for all meals in the GRAB & GO BREAKFAST 21 day menu cycle for K-5; 6-8; 9-12, pursuant to Section 53(D) (“21 Day Menu Cycle; Ingredients Lists; Nutritional Analysis”).
8. Detailed menus, ingredients lists, and nutritional analyses, for all meals in the HOT BREAKFAST 21 day menu cycle for K-5; 6-8; 9-12, pursuant to Section 53(D) (“21 Day Menu Cycle; Ingredients Lists; Nutritional Analysis”).
9. Detailed menus, ingredients lists, and nutritional analyses, for all meals in the SNACK 21 day menu cycle for K-5; 6-8; 9-12, pursuant to Section 53(D) (“21 Day Menu Cycle; Ingredients Lists; Nutritional Analysis”).
10. Detailed menus, ingredients lists, and nutritional analyses, for all meals in the LUNCH 21 day menu cycle for K-5; 6-8; 9-12, pursuant to Section 53(D) (“21 Day Menu Cycle; Ingredients Lists; Nutritional Analysis”).
11. Information required to certify menus in order to obtain the additional 6 cent reimbursement, pursuant to Section 53(F) (“HHFKA 6 Cents Reimbursement”).
12. Bid pricing scenarios pursuant to Section 53(G) (“Bid Scenarios”).
13. Information on any foreign grown items, pursuant to Section 57(O) (“Domestic Products”).
14. Cultural variety in 21 day menu cycles, pursuant to Section 57(P) (“Cultural Variety”).
15. Description and of daily production of freshly prepared not frozen meal platform, pursuant to Section 57(Q) (“Freshly Prepared, Not Frozen Meals”).
16. Meal ingredient sourcing information for 21 day menu cycles and description of source tracking systems, pursuant to Section 57(T) (“Sourcing”).
17. Information on condiments in the 21 day menu cycles, pursuant to Section 61 (Packaging; Condiments”).
18. Bid pricing scenarios regarding food service ware, pursuant to Section 61 (Packaging; Condiments”).

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19. Documentation and/or information as applicable to demonstrate capacity to perform the contract, pursuant to Section 62 ("Capacity to Perform Contract").
20. Marketing and Education Plan, pursuant to Section 63 ("Marketing; Public Relations; Education").
21. References, pursuant to Section 64 ("References").
22. The LUNCH 21 day menu cycle shall include the sample meals required to be provided pursuant to Section 68 ("Community Tasting Panel").
23. All documents required in this Invitation for Bid, including but not limited to those listed in Section 79 ("Pre-Award Documents Required").

All other terms and conditions in IFB/contract No. MS-2012 shall remain unchanged.

If you have already submitted a bid, you are required to submit your bid amendment(s) before the bid due date in order to comply with the change(s) indicated above. You must submit your bid amendment(s) together with this Bid Addendum signed and dated in a separate sealed envelope stating the IFB/contract proposal number and due date.

This Bid Addendum No. 1 must be signed and submitted as required, otherwise the bid offer shall be deemed unresponsive.

As with the bid, any bid amendments and bid addenda received after the bid due date will not be considered.

Contractor/Bidder Acknowledgment of Receipt and Agreement:

Signature

Date

Print Name and Title

Print Company Name

Sincerely,

Rod Sarmiento
Purchaser
San Francisco Unified School District
135 Van Ness Avenue, Room 123
San Francisco, CA 94102