



CAPISTRANO UNIFIED SCHOOL DISTRICT
INVITATION TO BID REQUEST FOR PROPOSAL #3-2324 FRESH PRODUCE

Reply to Questions Received From Vendors

To: All Prospective Respondents

From: Main Point of Contact at District

This notice responds to the questions received by the Capistrano Unified School District regarding RFP#3-2324 FRESH PRODUCE.

Question 1	Will all vendors chosen be required to make 19 drops? <ul style="list-style-type: none">○ If yes, will the 19 drops be even amounts delivered or is there potential for a school site to request only 1 or 2 cases for delivery?
Answer 1	The District would like to have all vendors be capable of making 19 drops. We will work individually with vendors as needed. There is a potential for a site to request only 1 or 2 cases but again we will work individually with vendors as needed.

Question 2	How many farms/farmers do you plan to onboard?
Answer 2	There is no way to know how many farms the districts will board at this point. It will depend on RFP responses.

Question 3	Do you already have farms that currently supply the district?
Answer 3	Yes

Question 4	Will there also be broadline distributors that will be bidding on this RFP?
Answer 4	Yes

Question 5	Is this different to the bid I submitted several weeks ago?
Answer 5	What you may have submitted several weeks ago was a request for information. This is the actual request for proposal/bid.

Question 6	Can vendors provide the best "in season price" on the produce included on the RFP produce list? Prices will be best in season and fixed and available to the district prior to each month on our monthly order price sheets.
Answer 6	Vendors may provide a "best in season" monthly fixed price in place of the "cost plus fixed fee" items on the Item List.

Question 7	<p>Page 10, section iii. of the RFP - some of the items (persimmons and blood oranges for example) are mentioned as "price verification items" in the paragraph text. When looking up those items on the Produce Item List spreadsheet, column R "Price Verification Required?" states that they are not required to be price verified.</p> <p>Do you suggest we reference the spreadsheet or RFP file on the price verification?</p>
Answer 7	Please defer to the items indicated on the spreadsheet. Amendment 1 to this RFP rectifies this error.

Question 8	What does CHL stand for on your RFP Produce Item List? It appears several times next to several commodities.
Answer 8	CHL stands for Chilled.

Question 9	<p>The bid asks if we qualify as a California state small business with sales under 10 million. We are a certified small business, by the standards of the state as we qualified at under 15 million.</p> <p>How should I answer that question? I have attached my approved status and associated PDF.</p>
Answer 9	The RFP CFR language is geared toward small and minority businesses, women's business enterprises and labor surplus area firms. The DGS language provided is specific to small businesses – independently owned and operated.

Question 10	Is this bid to be awarded to only one Vendor or to Multiple Vendors?
Answer 10	This bid will be awarded to multiple vendors.

Question 11	Is there an alternative method if we cannot provide invoices to verify prices for specific items?
Answer 11	Amendment 2 will eliminate the need for price verification. Please disregard any requests for price verification.

Question 12	Are proposers required to bid on every item?
Answer 12	No, you may bid on all or some items. Please indicate "NO BID" on items you are declining to bid on.

Question 13	Attachment 14 regarding lobbying? Is this complete? How would you like us to fill this out?
--------------------	--

Answer 13	If you do not lobby, please indicate that and fill in the remaining vendor information.
------------------	---

Question 14	Is there any flexibility on delivery? For example, if traffic, scheduling, unforeseen circumstances prevent all 19 deliveries from being made on the same day within the timeframe specified.
--------------------	--

Answer 14	Yes, the District is willing to work with Vendors on this within reason. All efforts should be made to complete requested deliveries in the time frame outlined. Please communicate any foreseeable challenges and potential solutions in your bid response. Open communication throughout the process is key.
------------------	--

Question 15	Is this bid to be awarded to only one Vendor or to Multiple Vendors Per Item?
--------------------	--

Answer 15	This bid may be awarded to one more multiple vendors. Only one vendor will be awarded per item per month.
------------------	---

Question 16	Do we need to bid Cost + Fixed if that is not how we price our items?
--------------------	--

Answer 16	Cost + Fixed Fee will be eliminated by Amendment 2.
------------------	---

Question 17	At the end of the awarding process if there is only a primary vendor for a small number of items. Let's say a vendor cannot make all drops can it be consolidated to one drop due to small volume. OR can Vendor bow out if it won't work out.
--------------------	---

Answer 17	Upon recommendation to award, the District will work with the winning vendor to determine whether any adjustments within the specifications of the RFP.
------------------	---