



Purchasing Department
4350 S. Pitkin Street
Aurora, CO 80015

ADDENDUM

THIS ADDENDUM SHALL BECOME PART OF THIS SOLICITATION:

Amend Request for Proposal/Invitation/Request for Quote #20-036, as follows:

1. Attached are the Questions and answers.

If your proposal has been submitted and you wish to amend it, please modify your proposal on company letterhead. **The amended proposal must be received prior to the time and date set for the proposal opening.** Each modification submitted to the Cherry Creek School’s District Department must have Vendor’s name and return address and the applicable RFP/ITB/RFQ/IFB number and title clearly marked on the face of the envelope.

If more than one modification is submitted, the modification bearing the latest date of receipt by the District’s Purchasing Department will be considered the valid modification.

This addendum must be acknowledged, whether or not you amend your proposal.

This addendum may be emailed to purchasingoffice@cherrycreekschools.org providing you do not need to amend your proposal.

Name of Company: _____	Phone: _____
Address: _____	City/State: _____ ZIP: _____
Contact Person: _____	Title: _____ Email: _____
Authorized Representative Signature: _____	Phone: _____
Printed Name: _____	Title _____ Date: _____

IFB #20-036 FOOD NUTRITION DISPOSABLES

Question	Answer
Can you provide us with the award pricing and winning vendors from the previous bid for Items No. 66 & 67: the 38x60 and 43x48 liners, and the gloves, Items No. 47 through 53, OR the current pricing and vendors?	Please submit a CORA request for this information.
What is the case count (liners per case) and case weight (lbs. per case) currently being purchased for each of the liners?	Please refer to the spreadsheet on the RFP for information.
What is the brand name and number currently being purchased for each of the liners?	Please refer to the spreadsheet on the RFP for information. All brand names number are on the spreadsheet, unless it is an item we do not currently carry those items.
Can we call FedEx at our expense and pick up a sample of each liner? If yes, can you provide us with the address where FedEx should go, a contact name, phone number and email address, and times that FedEx can come.	Yes, all the information requested is in RFP.
Based on previous ordering history, can you tell us about how often orders are placed for the liners (monthly, quarterly or other?) and what is an approximate case order of each liner?	Estimated quantities in the spreadsheet are based on the previous school year usage.
Can you also provide us with the same ordering history for the gloves?	Estimated quantities in the spreadsheet are based on the previous school year usage
We just want to confirm that due to the current corona virus crisis, your offices will be opened to receive the samples?	Yes, we are open 7am - 3pm M-F. Please let us know when to expect it.
Because of the Corona Virus crisis, and the uncertainty of the future, we'd like to know if it would be an option to submit the papers without a notary public, and have the papers notarized at a later date, as we are being informed in NY to avoid going out as much as possible, besides the fact that non-essential businesses are closed, making it a difficulty to find a notary public.	Yes, Notarized papers may be submitted later.

IFB #20-036 FOOD NUTRITION DISPOSABLES

<p>We would also like to know because of the uncertainty of the future, if it would be an option to email the bids.</p>	<p>No, we currently do not have authorization to accept electronic bids. We are working on obtaining approval. If we do, we will post an addendum with details. For now, please plan to mail the response.</p>
<p>If we submit, pricing on alternative would you like pricing to be converted to the pack size of your current product? IE. You are using a 200 ct product and we quote at 500 ct product.</p>	<p>No, we will make the conversion.</p>
<p>You requested pricing based off next school year and requested “firm pricing.” We will not have GPO pricing until we get closer to the beginning of the semester and pricing will not always be firm for the entire school year on every product. Is the proposal disqualified if we cannot guarantee firm pricing 7/1/2020 to 6/30/2021?</p>	<p>As an IFB, this is for firm pricing only. Should you be awarded the bid, pricing must be effective for the entire contract.</p>
<p>What price date would you like us to use on products that we cannot offer next school year pricing on right now?</p>	<p>As a firm price bid, you must submit a price to be considered. The date is not applicable.</p>
<p>You preface both FOB and delivered pricing. I am assuming you want delivered price to CCSD dock? FOB is price of product before freight.</p>	<p>We want delivered price to the CCSD dock.</p>
<p>Due to the current pandemic, will you accept bids submitted via e-mail?</p>	<p>No, we currently do not have authorization to accept electronic bids. We are working on obtaining approval. If we do, we will post an addendum with details. For now, please plan to mail the response.</p>