

**STATE OF ALASKA RFP NUMBER 190000045  
AMENDMENT NUMBER 1**

***RETURN THIS AMENDMENT TO THE ISSUING OFFICE AT:***



Department of Natural Resources  
Support Services Division  
Procurement Section  
550 W. 7<sup>th</sup> Avenue, Suite 1330  
Anchorage, Alaska 99501

**THIS IS NOT AN ORDER**

**DATE AMENDMENT ISSUED: February 22, 2019**

**RFP TITLE: Fresh Food Boxes for the Division of Forestry**

**RFP CLOSING DATE AND TIME: 2:00 p.m. on March 7, 2019 (No change)**

This amendment is for informational purposes only and need not be returned to the State.

This amendment answers questions asked by potential offerors as of February 19, 2019.

1. **Question:** What was process prior to this?

**Response:** To our knowledge this process has been in place for at least 10 years, if not longer.

2. **Question:** When exactly did this procedure begin?

**Response:** We are unsure of the exact date the first contract for these services were issued.

3. **Question:** May we get a copy of past agreement?

**Response:** A copy of the past agreement was emailed to the requestor as a public records request.

4. **Question:** RE: individual items in Box A:

a. **Item 2:** is ham to be sliced or whole piece?

**Response:** Whole.

b. **Item 4:** is chicken breast to be raw or pre-cooked?

**Response:** Pre-cooked and canned.

c. **Item 9:** are potatoes to be washed?

**Response:** Unwashed.

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d. **Item 11:** are carrots to be washed? Peeled?

**Response:** Unwashed and unpeeled.

e. **Item 12:** Mandarin/Tangelo oranges. Are Grade Fancy Navel Oranges acceptable (wondering about quality/shelf life at certain times of the year)?

**Response:** No, please bid Mandaring/Tangelo oranges as specified in the RFP.

f. **Item 22:** Salsa Pack. Are multiple packs equaling 2 oz. acceptable?

**Response:** No. Please bid Salsa as specified in the RFP.

**5. Questions regarding the Fresh Food RFP:**

a. **Box A page13 line item #15** - Cheese, Monterey Jack/Provolone. The Spec is asking for two 1/2lbs. packages which a ½ lbs. pack is not an industry standard. Industry standard is a 1lb pack. Would the State accept a one 1lb. package like we would provide with the Cheddar cheese listed on page13 line item #14?

**Response:** The intent with the cheese is to give 1 lb of cheddar and ½ lb of white cheese. The previous contract had ½ lb of cheddar and the contractor was able to fill. Change Box A Line 15 in the RFP to read: Cheese, Monterrey Jack or Provolone, sliced 1 lb, ½ pkg; Qty ½ ; Unit lbs.

b. **Box A page 13 line item #16 Peanut butter.** The Spec is asking for two 8oz jars which an 8oz jars is not an industry standard so it's not available in that size. 16oz Jars are the smallest. Would the State accept one 16oz. jar instead of two 8oz jars?

**Response:** Change the jar size to 16 oz jars. Quantity will remain the same: 2 each 16 oz jars.

c. **Box A page13 line item #45. Hot Sauce.** Tabasco, Tapatio or similar. These bottles all come in glass bottles so we want to be sure the State is okay with a glass bottle. We think the glass bottles will be fine but want to be sure the state is okay with glass bottles. If the State prefers plastic bottle the smallest size will be a 9oz on a special order basis.

**Response:** Glass bottle is acceptable.

d. **Box A page13 line item #49 Aluminum foil, 25ft heavy duty.** 25ft rolls do not come in heavy duty. In the past 5 years the State has given approval to provide the regular duty 25ft foil which has worked. If not, Heavy duty foil comes in 50ft rolls. Please clarify.

**Response:** The aluminum foil is used for cooking and we consistently receive complaints about the lighter duty foil. The intent is to provide heavy duty foil, which we believe comes in 37.5 foot rolls. Change the requirement for this line to 37.5 feet per roll or box.

e. **Box B page 14 line item #2.** Sausage/Hot links 1 pound. 1lbs. packs are not an industry standard and we recommend 14 oz which is more readily available.

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**Response:** 14 ounce size packs are acceptable.

f. **Box B page 14 line item #5. Beef Jerky.** Same issue as with Box A. Asking for two. 4 oz packages. Alternative option. Would the State accept One 9oz. package as the 9oz is readily and the 4oz is not readily available.

**Response:** The 9 oz bulk bag is not an option. It appears the new industry standard is 2.8 oz. Change the requirement in the RFP to 4 each 2.5 to 3.0 oz bags.

g. **Box B Page 16 line item #7.** Items placed in Individual Plastic packets. Honey, Mustard, Jelly, Ketchup, Mayo, Peanut Butter. We assume this was taken from the 2014 RFP and the State is now doing away with the "individual plastic packets" and requesting bottles. Was this a typo?

**Response.** This was added in error to this RFP. The state is requesting bottles for these items. Delete the table shown on Item 7 on page 16 of the RFP.

6. **Question: Letters of recommendation.** Our company was formed 20 years ago to only service government entities in an emergency situation (Wildfires, Hurricanes, oil spills, earthquakes, etc.). That being said, all our customers are either State or Federal entities and it appears both Fed and State customers are prohibited to provide letters of recommendation. For the purpose of this RFP, would the State accept incident evaluations in place of letters of recommendation?

**Response:** Per paragraph 4.05, Experience, in the RFP, "Letters of reference may not be from current employees of the Division of Forestry." The reason for this is to prevent the appearance of any impropriety during evaluation of the proposals. Letters of recommendation from federal customers; customers from other State of Alaska agencies, including other divisions within the Department of Natural Resources; or from people no longer employed by the Division of Forestry are acceptable. Incident evaluations in place of letters of recommendation are not acceptable.

7. Offerors should keep in mind these are two-person boxes. When we are requesting 2 packages it is so each person can, sanitarily, get some of that item. Also, because industry standards are constantly changing some of our sizes may need to be readjusted during the contract period, which is addressed in the Additions, Deletions, Substitutions clause in the RFP.

8. This amendment is for informational purposes only and need not be returned to the State.

//Signed Copy on File//

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