**Addendum No. 1**

RFP NO. NC-2018-03  
STUDENT MEAL SERVICES  

FRESNO COUNTY SUPERINTENDENT OF SCHOOLS ("FCSS")  
"Contact Person": Kevin Otto, Deputy Superintendent/CFO  
Fresno County Office of Education  
1111 Van Ness Avenue, Fresno, CA 93721  
Phone No.: (559) 265-3022, ext. 3307  
Email: kotto@fcoe.org

FCSS hereby modifies the following documents in the RFP Packet and replaces them with those attached to this Addendum:

1. **Notice of Request for Proposals (Amended – 9/12/2018):** The Notice of Request for Proposals is amended to extend the questions deadline to before 3:00 p.m. on 9/19/2018, the Submittal Deadline to before 3:00 p.m., based on the clock designated by FCSS, on 9/28/2018, the anticipated Contract award date to before 10/5/2018, and the commencement date of the Contract term to 10/15/2018.

All potential respondents shall comply with the timeline and requirements set forth on the attached Notice of Request for Proposals (Amended – 9/12/2018), which supersedes all previously issued timelines for responding and award of contract.

FCSS further responds to the following questions submitted by potential respondents as follows:

1. **What FCSS sites are covered by the RFP Packet, and is delivery required to each site individually?**

   Delivery is required to each site, individually, and, as stated in the Student Meal Services Agreement in the RFP Packet:

   "Contractor shall perform the Services at the following location(s): CTEC High School, 1320 N Mariposa St., Fresno, CA 93703, and Violet Heintz Education Center, 4939 E Yale Ave., Fresno CA 93727. During the Contract Term, FCSS may add or remove sites upon prior written notice to Contractor."

2. **What are the approximate meals counts by type, site, and grade level?**

   As stated in the Proposal Form in the RFP Packet:

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Approximate Number of Initial Meal Units Per Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>~90-150</td>
</tr>
<tr>
<td>Lunch</td>
<td>~120-200</td>
</tr>
<tr>
<td>Snack</td>
<td>~60-100</td>
</tr>
</tbody>
</table>

   Approximately 60-80 of the units from each line item are expected to be at CTEC High School (all 9th grade students), and the remainder are expected to be at Violet Heintz Education Center (a mixture of 7th through 12th grade students). These approximate numbers and distributions are subject to change based on the FCSS-designated sites served.

3. **Do any FCSS sites require respondent to provide any equipment, or meal service or point of sale staffing?**

   No. Each FCSS site will use its own equipment, and its own staff for meal service.
4. What is the percentage of free or reduced lunch students served?
   Approximately 65-95%, depending on the site served.

5. How many days a week will chocolate milk be needed?
   5.

6. Can evening meal deliveries be accommodated?
   Yes, subject to site-specific staffing and location needs.

Except as stated in this Addendum or another addenda as issued by FCSS, all provisions in the RFP Packet remain applicable and all respondents shall comply with the provisions contained therein.
NOTICE OF REQUEST FOR PROPOSALS (AMENDED – 9/12/2018)

RFP NO. NC- 2018-03
STUDENT MEAL SERVICES

NOTICE IS HEREBY GIVEN that FCSS requests proposals from interested respondents, in accordance with this Notice of Requests for Proposals and other documents that are part of this RFP (“RFP Packet”), for the following: furnish, in accordance with the Contract, student meals that comply with the nutrition standards established by the United States Department of Agriculture (USDA) for the National School Lunch Program/School Breakfast Program, meeting all state and federal nutrition and meal pattern requirements to qualify for FCSS reimbursement, at site(s) to be designated by FCSS. The vendor will prepare meals off-site in a facility that maintains the appropriate state and local health certifications, and will package and deliver these meals in accordance with the food safety guidelines of the applicable governing health departments. The particular requirements are in the RFP Packet and the Contract. Minority businesses, women’s business enterprises, and labor surplus area firms are encouraged to submit proposals. Before the award of the Contract, FCSS reserves the right to cancel this Request for Proposals (“RFP”), change any dates stated below, or modify any provisions of the RFP Packet, including the Contract.

1. RFP PACKET. The RFP Packet, including the Agreement, is available starting on the Publication Start Date stated below and may be obtained by contacting the Contact Person listed above or from FCSS’ website at http://www.fcoe.org.

2. PRE-SUBMITTAL CONFERENCE. An optional pre-submittal conference to acquaint prospective respondents with this RFP, the RFP Packet, and applicable requirements will be held at 3:00 p.m. on 9/10/2018 at 4939 E. Yale, Fresno, CA 93727. Whether or not a respondent attends the conference, which may include dissemination of additional information, the respondent shall be deemed to have notice of all information disseminated at the conference.

3. FOOD TASTE TEST. A mandatory food taste test will be held for all respondents who submit a response to the RFP. Respondents will be required to provide meals for FCSS taste testing at a specific date and time that will be scheduled with each respondent following submittal. All respondents must participate in the taste test to be considered.

4. QUESTIONS. Questions regarding this RFP, the RFP Packet, and/or applicable requirements shall be submitted in writing to, and received by, the Contact Person at the above email before 3:00 p.m. on 9/19/2018.

5. SUBMITTAL AND CONSIDERATION. All responses to this RFP shall be submitted before 3:00 p.m., based on the clock designated by FCSS, on 9/28/2018 (“Submittal Deadline”) at Front Desk at the address listed above. Responses that are timely received will be considered by FCSS and written notice of FCSS’ decision regarding the award of the Contract will be issued to respondents who timely submitted responses. FCSS reserves the right to request additional information and conduct one or more interviews of those respondents selected by FCSS.

5. CONTRACT AWARD. The Contract will be paid, in part or in whole, with federal funds and is subject to applicable federal and state laws, regulations, and requirements. The Contract will be awarded based on the Method of Contract Award in the Proposal Evaluation Sheet. FCSS anticipates awarding the Contract before 10/5/2018. The term of the Contract will commence on 10/15/2018 and continue until and including 6/30/2019.

Publicize Start Date: 9/3/2018