



April 11, 2014

TO ALL OFFERORS

In Re: Addendum #1 to Solicitation Number P-004357 – Adult Day Care Congregate Meals

Dear Sir/Madam:

Please be informed that Addendum #1 has been issued regarding the above referenced Request for Proposal. This Addendum shall be attached to the noted solicitation and take precedence over same.

All offerors must acknowledge receipt of this addendum on page H-3 of the Request for Proposal.

The proposal due date will remain as 11:00 a.m., April 22, 2014.

Sincerely,

Vanessa Martin
Contract Specialist

Cc: file

ADDENDUM #1
TO

SOLICITATION NUMBER P-004357
ADULT DAY CARE CONGREGATE MEALS

FOR
THE PHILADELPHIA HOUSING AUTHORITY
3100 PENROSE FERRY ROAD
PHILADELPHIA, PA 19145

This Addendum shall be attached to the noted specification and take precedence over same and previous addenda. Any items not mentioned herein or affected hereby shall be performed strictly in accordance with the original specification and previous addenda.

Item 1	Answers to questions from prospective Offerors (Attachment A)
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END OF ADDENDUM

ANSWERS TO QUESTIONS FROM PROSPECTIVE OFFERORS

QUESTION: Do we need to send Past Performance Surveys to client to qualify?

ANSWER: Yes. The past performance surveys are a part of the evaluation.

QUESTION: Is there flexibility to the 6 week cycle menu?

ANSWER: Yes.

QUESTION: Is there flexibility to the time for the arrival of lunch?

ANSWER: Yes.

QUESTION: Breakfast is delivered in bulk for the entire month. Is the location cooking food onsite for breakfast?

ANSWER: The site has a warming kitchen.

QUESTION: Can you provide more detail on what is meant by "multiple awards"?

ANSWER: PHA may elect to award to more than one Vendor.

QUESTION: Section II Special terms and conditions #5 page F-2 it is marked as a fixed fee. Is it a Fixed Fee or Fixed price because the submission forms are fixed price.

ANSWER: It should be fixed unit price. The quantities are estimates and are subject to change, however, your cost per meal will not change.

QUESTION: Page F-4 Order Limitations - a minimum supply order can be placed for no less than 10.00 can these items be delivered with the congregate meal.

ANSWER: \$10.00 is the nominal order amount, however, it is unlikely that an order would be placed for \$10.00.

QUESTION: What are the specific MBE/WBE requirements for this contract?

ANSWER: Please refer to Section J of the solicitation. The best efforts for MBE/WBE participation are 10% MBE and 10% WBE.

QUESTION: What are the Section 3 requirements for this contract?

ANSWER: Please refer to Section K of the solicitation.

QUESTION: Would a site visit be permitted?

ANSWER: Yes. Please contact Kelly Williams, Administrator, Adult Day Center at 215.684.2464 for arrangements.