

Independence School District Vending Bid
RFP 2019 NS-04
Addendum Responses

1. Section 3.4.2 - I would like to verify you are looking for a 1 year offer renewable for years 2 and 3? **We are looking to implement a 3-year term that has options to renew on an annual basis in order to allow for either party to end the contract early if either party is not satisfied. It is the ultimate goal for the district, to renew the contract for the upcoming year at the end of the current given year.** Is 3 years the maximum years you'd like the option to renew? **Yes.**
2. Section 5.2.1 - Please clarify what services we would be offering if we agreed to the Cooperative Procurement terms? **It would be for the same services as mentioned in 1.1.1. with the same products that would be listed in Appendix D.** If a rebate is supplied to Independence Schools will the same rebate be paid to a partnering school? **Ideally yes, but the Independence School District would not be the policing agent to make sure the same rebate would be applied across school district lines with another district.** If so, we would need know so we can acquire proper documentation and account creation. Also, if sponsorship funding is offered to Independence would that also be duplicated to a partnering school? **Ideally yes, but the Independence School District would not be the policing agent to make sure the same sponsorship funding would be applied across school district lines with another district.**
3. Section 6.6.1 – Please clarify what is considered “unsupervised” as it relates to our deliveries? **“Unsupervised” means that when the successful bidders’ employee is onsite to service a vending machine, or machines, that they would do so in such fashion as to not require an employee of the school district to accompany them when performing that particular activity.** Would a Full Service Vending driver be considered unsupervised if he is there to fill vending machines? **Yes.** If so, we require background checks upon hire and have all drivers have passed those reviews. **To be in compliance with section 6.6.1., the results of such checks would need to be submitted to the district prior to the person’s first arrival on district property.**
4. Section 6.8.1 – Would a draft of a proposed agreement suffice? **Yes, but per section 3.2.1., the proposal submitted will be evaluated as submitted.**
5. Section 8.1.4 – Is an excel based warehouse report sufficient? **Yes.** Also, would you require all products we stock or only products compliant with public school restrictions? **We would like to see all products, due to the fact that we have locations that will operate outside of the normal school day during which we are bound by Smart Snack regulations.**
6. Section 11.1 – Our drivers will provide an invoice upon delivery, do you require a duplicate at that time? **The district believes it to be an ideal situation in which duplicate invoices are submitted at the time services are rendered. One copy would remain with the district employee that verifies delivery and one copy would remain with the successful bidders’ employee.**
7. Personnel Qualifications – As the submitting representative and project manager of the implementation, would I be the only person required to this section? **Yes, if you are ultimately the one person the district would need to contact in order to ask questions about the Independence School District’s account services.**
8. Appendix D – Should we list products one time with vend rates as proposed in our vending machines with the case cost/case count being implied as relevant only to direct delivery (EX: concessions products not sold through vending)? **Products that have vending applications**

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- would need to have their "Vend Price" included in Appendix D. Products that do not have vending applications, such as fountain drinks to be dispensed in a concession stand type of setting would not need to have their "Vend Price" listed.
9. How would you like a rebate proposed? Through the product bid sheet or as an additional page in the proposal? It would be acceptable to have the rebate amount listed as another column in Appendix D (to the right of the "Case Count" column if possible to add the column) on the line of the item the rebate is tied to. Otherwise, a separate page would be necessary. As long as the rebate amount can be easily tied back to a particular product, the fashion in which it is listed will be up to the firm submitting the bid.
 10. Same for a fixed annual sponsorship if applicable? Document this through an additional page in our proposal? It would be acceptable to have the fixed annual sponsorship listed as another column in Appendix D (to the right of the "Case Count" column if possible to add the column). Otherwise, a separate page would be necessary. As long as the fixed annual sponsorship amount can be easily discernable, the fashion in which it is listed will be up to the firm submitting the bid.
 11. Please provide current or expected quantity of placements for vending machines throughout the district. Bidding firm's vending machines would be placed at the secondary buildings (High Schools & Middle Schools) for student access. Bidding firm's vending will not be placed at Elementary Schools. We would like to see 2-6+ machines placed at each secondary building based upon student population. This will ultimately be worked out between the district and the successful bidder.
 12. Is additional case volume available outside what Heartland Coca-Cola has sold to Independence School District? Yes due to the very nature of this RFP which includes services above and beyond services provided solely to the Nutrition Services Department in years past. Any volume through current vending placements? What is currently set up with Heartland Coca-Cola is to purchase product for the current Nutrition Services Department self-operated vending machines program. This particular piece is included in the current RFP. It should be noted that delivery of these specific products will be made to our central warehouse and not to each school, this is why there are no Elementary school locations listed other than the two Independence Academy locations.