



PROCUREMENT SERVICES

ADDENDUM TO CONTRACT DOCUMENTS

ADDENDUM NO.: 1

SOLICITATION NAME: ITN No. N237437JA – Food & Food Related Delivery Services

DATE OF ISSUE: April 20, 2023

The following information shall be included in the ITB documents and is hereby made part of the contract documents in the form of clarification, addition, deletion or revision to the contract specifications.

Proposer's question/issue and District answers. (District answers are italicized.):

- Q1. I believe I heard during the call, that each warehouse will provide BOL's for the stops on each truck? Or will the vendor be required to give BOL's to the drivers?
- A1. *Each warehouse will provide the driver with the BOL's for each stop.***
- Q2. Normally how many routes do you have a day going out of each warehouse? This will allow to ensure staffing/ equipment needed is figured into the rate accordingly.
- A2. *Normally, there are three routes out of our main, current warehouse every day. Each route has 5 – 6 stops for a total of 13 – 16 stops per day. After those deliveries are complete, items are then picked up from our District Warehouse and also delivered to the schools.***
- Q3. How many cases average is delivered to each site on the route? This will help determine the size of trucks needed for this project. Ex. 26' box truck, 36' Trailer, 48 or 53' trailers.
- A3. *Case count varies by warehouse, site and by week. The main, current warehouse case count is usually 30 – 350 per site. Could be as high as 1500 if they are moving items from the current main warehouse to the School District Warehouse. The average cases delivered from the District Warehouse is 482 cases/day or 2410/week.***
- Q4. I see there is a bid open for cold storage and I'm presuming the deliveries will be picked up from the awarded vendor. My question - is there a certain projected area of pick up? Delivery fees could vary from pick up in Lakeland to Ft. Myers or from Ft. Myers to Ft. Myers.
- A4. *The specifications for our Refrigerated & Frozen Food Storage ITN requires the facility be within 100 miles of the Lee County Public Education Center in Fort Myers. You are welcome to submit proposed pricing for both a 100 miles pick-up location delivery to the schools as well as a Fort Myers pick-up location to the schools.***

There are no other changes at this time. Please acknowledge this addendum via Fillable Forms, Attachment B - Addenda Acknowledgement Form, in your submittal.

Thank you for your interest in The School District of Lee County.

Joni Al-Shabibi
Procurement Agent