



# San Ramon Valley Unified School District

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May 12, 2017

## **Addendum/Clarification No. 1** **Item Bid: GROCERY PRODUCTS** **RFB# 744**

The following clarifications, changes, additions, deletions and corrections hereinafter set forth shall apply to the Bid Documents for this project and shall be made a part thereof and subject to all the requirements thereof, as if originally specified and/or shown.

### **Item 1**

**Question:** What is the bid duration period?

**Answer:** Bid document, page 11. District's fiscal year begins July1 and will end June 30<sup>th</sup>.

#### **CONTRACT RENEWAL**

The term of this contract which may be awarded pursuant to this RFB is for one (1) year. The San Ramon Valley Unified School District reserves the right to extend this bid for a period of two (2) additional one (1) year terms after issuance of a purchase order with all other terms and conditions remaining the same and mutually agreed upon by the Vendor and the District for a total contract term of three (3) years maximum.

This renewal is contingent upon competitive pricing and upon all terms and conditions of the original contract having been met to the satisfaction of the District. Such renewal will be made by notifying the successful vendor, in writing, thirty (30) days prior to the expiration of the contract.

### **Item 2**

**Question:** Could you please send me the excel template so that we may type the bid?

**Answer:** Electronic bid form sheet attached. **CAUTION:** Although the District is providing the electronic bid form for convenience, the **PRINTED VERSION** with authorized signature of the Bid Form must accompany response to RFB#744 Grocery Products. **Responses without the printed version will be deemed unresponsive.** District reserves the right to request for the electronic copy at a later time.

### **Item 3**

**Question:** If we want to bid just a price to the San Ramon Warehouse, where on the pricing sheets do we state that our price is just a warehouse drop and not for site to site?

**Answer:** Indicate discount given on items delivered to single delivery location - Central Warehouse (3280 Crow Canyon Rd, San Ramon, CA 94583) on the attached revised bid form.

**Item 4**

**Question:** We are only bidding products to the central warehouse. Our employees will have no contact with students as far as I know. Should I just indicate that on the form or put employee names?

**Answer:** Please indicate on the Employee Clearance Form if there will be contact/no contact of vendor's employees with students of the San Ramon Valley Unified School District.


**Item 5**

**Question:** I believe the item code on items # 37 and 39 is incorrect. It should be 9C2480WS.

**Answers:** See provided revised bid form. Line items #37 and 39, Group 1 – Grocery Dry Electronic bid form sheet attached. **CAUTION:** Although the District is providing the electronic bid form for convenience, the **PRINTED VERSION** with authorized signature of the Bid Form must accompany response to RFB#744 Grocery Products. Responses without the printed version will be deemed unresponsive. District reserves the right to request for the electronic copy at a later time.

End of Addendum

When submitting your bid, please be sure to acknowledge the receipt of all addenda on the form of proposal.



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Jasmine R. Gacusan, CPPO  
Director of Purchasing,  
Duplicating & Warehouse