



Office of Business Services
9221 Corporate Blvd
Rockville, MD 20850

RFP NO.: E425-006
ACES SUMMER PROGRAM OFF-SITE CATERING SERVICES

ADDENDUM # 1
ISSUED: FEBRUARY 15, 2025

THE PURPOSE OF THIS ADDENDUM IS TO PROVIDE ANSWERS TO THE REQUEST FOR CLARIFICATIONS TO THE RFP DOCUMENTS.

NOTE: Similar requests for information that have been received from different Offerors have been grouped under a single addendum item where appropriate, with a single comprehensive answer provided.

SECTION (Page)	QUESTIONS	ANSWERS
1.16 Contract Term (Page 4)	<i>The ACES program is only for one (1) week, why is the contract in place for one (1) year.</i> Can the vendor expect more requirements throughout the duration of the contract if awarded?	No more requirements during the year.
2.2 Service Locations (Page 8)	<i>The awarded Offeror is expected to provide the services under the Contract at following high school locations.</i> Will the vendor be allowed to leave the equipment, i.e. chaffing dishes, ovens, hot boxes at each facility for the week?	The vendor may leave the equipment at each site for the week at his/her own risk. All equipment must be picked up on each site after lunch on the last day of ACES program for the initial contract year and the subsequent contract terms, if applicable. The vendor may be required to provide liability insurance coverage for equipment stored at each site for which the vendor has received payment in an amount of that equaling its replacement value. The Contractor may be required to provide the College with evidence of such insurance.
2.4.1 & 2.4.2 (Page 8)	Will the vendor be allowed to deliver both breakfast and lunch at the same time each day?	Breakfast and lunch have designated delivery times. Breakfast and lunch can be delivered to the sites at the same time each day. Lunch shall NOT be dropped off at the same time as breakfast.

2.5.1/Service dates and Menu Items (Page 9)	<i>Note 1, Special attention shall be paid to certain allergy and dietary restrictions as applicable or the ability to provide the needed number of separate meals that meet requirements.</i> Will the allergy/ dietary restrictions be made available prior to the start of the program? If so, how soon can the vendor select the replacement for the menu item?	Yes, the restrictions will be made available at least 2 weeks before the event.
2.7 Tasting Requirement (Page 10)	<i>The bidding firm with the highest evaluated proposal score, will be invited to provide required food tasting. How much notice will be provided for the tasting? Will the vendor be allowed to provide the location for the tasting? How many will attend the tasting?</i>	Tasting will be scheduled as soon as the award is made, and with as much notice as possible. Tasting will happen on one of college's campuses. About 10-15 people will be involved with the tasting.

All the other specifications, terms and conditions remain unchanged.



for

Patrick Johnson, MBA, CPPB
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum and return it with the **Technical Proposal submission**.

Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.

NOTE: ACKNOWLEDGEMENT OF RECEIPT OF RFP ADDENDA WILL NOT BE ACCEPTED BY FACSIMILE.

Company Name

Authorized Signature

Date

Printed/Typed Signature