



STATE OF TENNESSEE
SAFETY AND HOMELAND SECURITY

**REQUEST FOR PROPOSALS # 34901-01504
AMENDMENT # 1
FOR MEAL SERVICES FOR THE STATE'S TRAINING
CENTER**

DATE: March 28, 2024

RFP # 34901-01504 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (central time zone)	DATE
1. RFP Issued		February 23, 2024
2. Disability Accommodation Request Deadline	2:00 p.m.	February 28, 2024
3. Mandatory Pre-response Conference	2:00 p.m.	March 7, 2024
4. Notice of Intent to Respond Deadline	2:00 p.m.	March 8, 2024
5. Written "Questions & Comments" Deadline	2:00 p.m.	March 15, 2024
6. State Response to Written "Questions & Comments"		March 28, 2024
7. Response Deadline	2:00 p.m.	April 10, 2024
8. State Completion of Technical Response Evaluations Sections B&C		April 22, 2024
9. State Schedules Respondent Oral Presentation		April 23, 2024
10. Respondent Oral Presentation	8 a.m. – 12 p.m. or 1 p.m. – 5 p.m.	May 6-9, 2024
11. State Completion of Technical Response Evaluations		May 17, 2024
12. State Opening & Scoring of Cost Proposals	2:00 p.m.	May 20, 2024
13. Negotiations		May 21-May 28, 2024

14. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	June 3, 2024
15. End of Open File Period		June 10, 2024
16. State sends contract to Contractor for signature		June 11, 2024
17. Contractor Signature Deadline	2:00 p.m.	June 13, 2024
18. Performance Bond Deadline	4:30 pm	June 20, 2024

2. State responses to questions and comments in the table below amend and clarify this RFP.

Any restatement of RFP text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFP document.

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
		1. What was the total number of breakfast, lunch, dinner, and special meals served in 2023?	In calendar year 2023, the State was billed for a total of 50,802 meals.
A.6.	44	2. What is the average number of cadets/customers each day?	The State is unable to provide an average number. Please see Contract Section A.6. for a range and further information about meal count."
		3. Does the academy have any dead weeks where they shut down and how many total weeks?	No.
A.7.b.	44	4. What are the serving times for breakfast, lunch, and dinner? During times of low volume classes, If all scheduled cadets have moved through the cafeteria line, is contractor allowed to shut down early or do they need to stay open for full 3 hours of meal service?	1. Please see Contract Section A.7.b. 2. Contractor must provide meal service for the full three (3) hours as required by the Contract.
		5. Do we need to have the ability to take any cash or credit sales?	No.
		6. How much revenue was done in outside meals in 2023 (Catering, other meals, etc.)	The State does not cater events outside of Training Center requirements or needs.
A.8.	45	7. Please verify equipment with makes/model #'s that is supplied by contractor.	Please see Contract Section A.8.

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
E.7., E.8.	62	8. Please provide information about the payment & performance bond in section 1.9	Please see Contract Sections E.7. and E.8.
A.9.d.	46	9. Please provide list of state approved agencies for employee health related testing.	The State does not maintain such a list. Employee health-related testing may be conducted by any licensed medical provider. Please see Contract Section A.9.d.
RFP Attachment 6.2 Section D.	29	10. Please provide more information on the 50 sample items for the oral presentation. Will kitchen space be provided to prepare the 50 sample items?	1. Please see RFP Attachment 6.2 Section D. (the 50 items are to be from the menu items set forth in Contract Attachments B through L). 2. No, Contractor should pre-prepare the items and bring them to the demonstration.
RFP Attachment 6.3., C.3.	31,49	11. Please confirm the start date for the contract.	Friday, August 2, 2024
		12. Can you provide the total billings for 2023 from current contractor?	The State paid approximately \$655,985.36 in 2023.
A.6.	44	13. What is the total volume of supplemental nutrition items provided?	Numbers will be calculated pursuant to Contract Section A.6.
A.6.c.	44	14. In Section 1.6.C, RFP mentions the number of hot meals to be provided on a per meal basis shall be no less than 20, If there is less than 20 or less than 11, is there a minimum number of meals billed?	No. Please see Contract Section A.6.c.
1.7.	4	15. Please provide the presentation in digital form that was shared at the pre response conference.	Please see attached.
A.10.	47	16. Is internet, pest control, hood cleaning, trash, chemicals, and utilities all provided by the state with no charge to contractor?	Pest control, trash removal, and utilities will be provided by the State. The Contractor will be provided access to the internet as needed to conduct their food services business. See Contract Section A.10. for Contractor responsibilities regarding chemicals and cleaning.
A.8.b.	46	17. Who will provide and pay for small wares, China repairs, etc.?	Please see Contract Section A.8.b.
1.7.	4	18. Please provide the copy of sign in sheet for those who	This cannot be provided until the Open File Period.

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
		attended mandatory pre response conference.	
RFP Attachment 6.3	31	19. Please provide the estimated or anticipated Cadet Classes, Projected Number of Recruits, with projected schedule for the period of August 1 2024 thru July 31 2025.	Please see RFP Section 6.3.
A.5.e.	43	20. Menu Section – e. Beverages -lists 1) No Fat Milk 2) No Fat Chocolate Milk Attachment J – Supplemental – has Low fat Chocolate Milk 2% or less Q= Will Milk at 2% or less meet requirements for both sections ?	Yes.
A.8.	45	21. Equipment – We understand that we are responsible for repairs on our equipment and the time frame identified to have repairs completed. Q =Confirming that we are only responsible for our equipment and the Facilities will complete repairs on the governments owned equipment under the same guidelines	The State will complete repairs on State-owned equipment in accordance with State Procurement Law.
A.10.	47	22. Maintenance – Q =Will the facilities take care of Dish machine, Grease traps, Pest Control, exhaust system and ceiling vents	Yes, but please see Contract Section A.10.

3. Delete Pro Forma section B. in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):

This Contract shall be effective on **August 2, 2024** ("Effective Date") and extend for a period of **sixty (60)** months after the Effective Date ("Term"). The State shall have no obligation for goods or services provided by the Contractor prior to the Effective Date.

4. RFP Amendment Effective Date. The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.