



## **RESPONSE TO QUESTIONS FOR RFP #23-100- GPO BID March 14, 2023**

Rockies Procurement Services received fourteen (14) questions from respondents by the deadline of March 10, 2023 for RFP #23-100- School Food Service Group Purchasing Organization (GPO Bid). Questions and responses are shown below.

- 1. Is it the intent of RPS to utilize the existing GPO distribution agreement(s) in year one, or does RPS, in conjunction with the GPO intend to put out a distribution RFP prior to the 2023/2024 school year?**

Because Rockies Procurement Services is transitioning from a nonprofit to a governmental entity, it is our intent to award a contract to a GPO and then immediately release an RFP for distribution for the 2023-24 school year. However, the timeline of transition could be extended to later in 2023 if all parties are agreeable to an extension of current distribution services.

- 2. Historically RPS has put out a manufacture bid. Does RPS, in conjunction with the GPO intend to put out a manufacturer RFP prior to the 2023/2024 school year?**

RPS will release a market basket bid as part of the distributor RFP for 2023-2024. Because of the tight timeline, RPS does not anticipate releasing a manufacturer RFP prior to the 2023/2024 school year.

- 3. Is it the intent of RPS for respondents to only include GPO manufacturer agreements in their response to the Market Basket?**

It is the intent of RPS for respondents to only include GPO manufacturer agreements in their market basket responses. As a reminder, the market basket represent current purchases, however, respondents may include any like items in their responses to demonstrate the value their contracts would have for the coop.

- 4. Is this Prime Vendor bid or award by line items?**

The market basket will be evaluated as a whole, not by line item as part of the award process.

- 5. Delivery is going to be to a central warehouse or different school sites?**

Delivery will be to multiple schools and district warehouses across Colorado and possibly to surrounding states.

- 6. Page 3, I. What legal entity will be the contract holder and is that entity a School Food Authority (SFA)?**

Rockies Procurement Services will be the contract holder. They are not an SFA, but act on behalf of SFA's solely through intergovernmental agreements. The board is comprised of SFA's.

- 7. Page 9, J. Is it anticipated the resulting contract from this solicitation will be the first lead agency contract?**

This is a bid for securing a GPO, not for a lead agency contract. RPS's new organizational structure

allows for them to be a lead agent on categorical bids or individual products should the need arise. Because they functioned as a nonprofit entity previously, this was not an option.

**8. Page 9, K, the first part of the first paragraph describes the market basket as 75% of sales volume of this bid, then mentions that the “RFP for distribution” would require a market basket representing 75% of volume.**

This was misstated. The sentence should read- "This list reflects a representation of market basket purchases of the membership's seventy five percent (75%) of the dollar volume, per USDA requirements." In other words, RPS selected items that represented the highest dollar volume from its market basket for respondents to demonstrate how their program can benefit RPS. Because the purchases will actually be made from a Distributor, the full market basket (representing 75% of dollar volume) will be release as part of the RFP for distribution.

**9. Does this mean that there will be a follow up RFP for distribution after a GPO is awarded? If yes, can you clarify the procedure and timing?**

Yes. Because RPS is transitioning from a nonprofit to a governmental entity, it is our intent to award a contract to a GPO and then immediately release an RFP for distribution for the 2023-24 school year. However, the timeline of transition could be extended to later in 2023 if all parties are agreeable to an extension of current distribution services.

**10. Page 3, I, Can you clarify and provide an example of the calculation of the “Vendor participation fee” of .0085 to confirm if it is a percentage or fee per case rate?**

This would be something we are seeking to develop with our GPO partner. It would be a fixed, flat rate of .0085 of revenue sales made to RPS members. This is not a percentage or fee per case rate. By way of example if a manufacturer sold \$100,000 for a quarter, their fee would be \$850. After all operating costs have been covered, members would receive any remaining funds as a rebate back to their district from RPS.

**11. Page 6, D. For the Oral interview call, is it possible to get a time earlier in the week of April 3 since April 7 is a holiday and the following week may conflict with holiday scheduling?**

Due to the holiday, RPS is moving oral presentations to Monday, April 10, 2023 for all respondents. All other dates identified in the RFP remain the same.

**12. Page 8 fixed fee. Are you asking or expecting that the fixed fee rate be provided in this written response since it is not included in the market basket pricing?**

No- the fixed fee rate does not need to be provided. However, respondents should indicate if your program will offer distributors firm pricing or cost-plus fixed fees or a combination of both as defined on page 8.

**13. Page 7, B. For the market basket request to “reflect all pricing as landed cost to a distribution house” can you advise a price date that the landed cost should be based on?**

We anticipate the contract to begin July 1, 2023. As such, pricing that would be effective July 1, 2023, is appreciated. If other pricing dates were used in the response to the RFP, this must be clearly noted in the response.

**14. Regarding RFP #23-100- GPO Bid, what price date should we use to price the market basket?**

We anticipate the contract to begin July 1, 2023. As such, pricing that would be effective July 1, 2023, is appreciated. If other pricing dates were used in the response to the RFP, this must be clearly noted in the response.