

**County of Sacramento
 Department of General Services
 Contract and Purchasing Services Division
 RFP # 8259 - Inmate and Detention Supplies, Solutions and Services
 Addendum #2**

This Addendum consists of clarification for the above captioned request for proposal.

1. RFP # 8259 Page of 2 of 28:

Amended to read:

Appendices and Attachments

- I. Pricing Workbook Revised (**TEN WORKSHEETS**)

2. RFP # 8259 Page of 6 of 28:

Amended to include bullet point:

Section 2.3. Scope of Services

- Toilet Paper

3. RFP # 8259 Page of 7 of 28:

Section 3.1, Table 1 – Schedule of Events **Revised**

Event/Action	Date(s)/Time
RFP Release Date	Feb 3, 2016
Non-Mandatory Pre-Proposal Conference	Feb 19, 2016 at 10:00 AM PST
Deadline for Submitting Written Questions / Comments	Mar 22, 2016
Dissemination of Answers to Written Questions	Apr 5, 2016
NEW Deadline for Proposals	Apr 19, 2016 by 12:00:00 PM PST
Onsite Interview Finalists (If Necessary)	May 6, 2016

4. RFP8259 Page of 8 of 28:

Amended to read:

Section 4.1. Communications Regarding RFP

4.1.1 Upon release of this RFP, all Proposer communications concerning this procurement must be sent via www.publicpurchase.com, Proposers may not contact any County employee or any employee at the Facilities listed in **Appendix O, Appendix O - DETAILED REQUIREMENTS AND PRODUCT**

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SPECIFICATIONS FOR THE COUNTY OF SACRAMENTO Revised,
Section 1.1.14 Delivery Locations and Time during the solicitation and evaluation process. Inappropriate contact is grounds for disqualification from this RFP.

5. Provided RFP # 8259 **Revised**
6. Appendix I – Pricing Workbook

Amended the followings:

- a. Revision to Instructions tab
 2. Based on the national pricing structure provided on the Ntl Pricing Structure and Ntl Pricing Misc tabs, apply the structure relevant to the County of Sacramento's specific line items on the SacCty-Clothing, SacCty-Sports Bra, SacCty-Footwear, SacCty-Bedding&Linen, **SacCty-Mattress, SacCty-1 Ply Toilet Paper and SacCty-Personal Hygiene Product** tabs.
 4. This Pricing Workbook has **TEN (10)** tabs (worksheets) including this Instruction. **OPEN / READ EACH WORKSHEET AND ENTER YOUR PROPOSAL.**
- b. SacCty-Bedding&Linen tab
 - Delete Mattress** 1,650 each (row 9)
 - Delete Mattress** for Probation 80 each (row 10)
- c. Insert the following tabs:
 - SacCty-Mattress**
 - SacCty-1 Ply Toilet Paper**
 - SacCty-Personal Hygiene Product**
- d. Provided Appendix I – Pricing Workbook **Revised**

7. Appendix O - Detailed Requirements And Product Specifications For The County Of Sacramento:

Amended to read:

- a. Section 1.1. Detailed Requirements
 - 1.1.14. Delivery Locations and Time: Participating agencies reserve the right to add or delete delivery locations as required by its operations. No additional

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delivery charges will be allowed unless included in the Proposers Pricing Workbook. Delivery Time stated in **Appendix I – Pricing Workbook revised** will be the contract delivery time after receipt of purchase order in calendar days.

- b. Add Section 1.2.5 **Product Group 5: Mattress.**
 - c. Move Specifications for Mattress and Specifications for Mattress for Probation to Section 1.2.5.
 - d. Add Section 1.2.6 **Product Group 6: One Ply Toilet Paper**
 - e. Add Section 1.2.7 **Product Group 7: Personal Hygiene Product**
 - f. Provided Appendix O - Detailed Requirements And Product Specifications For The County Of Sacramento **Revised**
8. Added “**Appendix P - National IPA**” as the page header of National IPA Exhibits A through Exhibit F, a total of 22 pages.
9. Replaced document and Appendices within Public Purchase
- a. RFP # 8259 **Revised**
 - b. Appendix I Pricing Workbook **Revised**
 - c. Appendix O Detailed Requirements and Product Specification for the County **Revised**
 - d. Appendix P National IPA Exhibits A through F (**Added page header**)
10. **Clarifications:**
- a. The County has chosen to partner with National IPA for this solicitation. The National IPA Exhibits are a portion of the requirements of the RFP and responses to the RFP are evaluated in whole based on the requirements of the RFP. Proposers will be evaluated on their ability to meet the requirements of the RFP, including the national cooperative contract requirements.
 - b. The County of Sacramento (County) intends to make the resultant contract from this solicitation available to other public agencies nationally..... RFP # 8259, Section 2.2.1, Page 5 of 28 refers.

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- c. In view of minimizing the contract administration and ordering costs for the County, Proposer(s) offer multiple items and groups, and entire list may have better chance for awarding the contracts.
- d. With stated in (a) to (c) above, **proposers shall submit their proposals with all the commodity / commodities that they can offer.**
- e. The County reserves the right to award contract(s) for the County and / or for other public agencies nationally.
- f. The County also reserves the right to award responses received on the basis of individual items, or groups of items, or on the entire list of items; Appendix B – Additional Terms and Conditions, Awards, Sections A and B.
- g. In the Appendix I- Pricing Workbook Revised, SacCty-.... Tabs the Columns “Proposed Net Unit Cost for the County of Sacramento” and “Proposed Net Extended Cost for the County of Sacramento”, proposers shall quote firm prices including all charges for delivery, freight and pallets as necessary....APPENDIX O – DETAILED REQUIREMENTS AND PRODUCT SPECIFICATIONS FOR THE COUNTY OF SACRAMENTO Revised, Section 1.1.1 Page 1 of 16 refers.
- h. Miscellaneous delivery charges can result pricing impact for other public agencies nationally, proposers may indicate the details on Appendix I – Pricing Workbook Revised, Ntl Pricing Misc tab, Point 6.
- i. Appendix I – Pricing Workbook Revised, the SacCty-Clothing, SacCty-Sports Bra, SacCty-Footwear, SacCty-Bedding&Linen, SacCty-Mattress, SacCty-1 Ply Toilet Paper and SacCty-Personal Hygiene Product tabs contain the current commodity requirements of the County.
- j. Proposers shall enter additional commodities and their sub-categories in Appendix I – Pricing Workbook Revised, Ntl Pricing Structure tab.
- k. Examples of national responses can be viewed on www.NationalIPA.org.

11. About National IPA:

- a. Introduce National IPA:
National IPA is a cooperative purchasing organization who partners with public agencies to reduce procurement cost by leveraging group purchasing volume. Visit www.NationalIPA.org for further information. Also, see RFP # 8259 Revised Section 2 Introduction 2.2. National Contract and Appendix P National IPA Exhibits A through F.

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- b. Describe the roles of National IPA:
National IPA role is to aggregate the purchasing power of participating public agencies in order to receive larger volume discounts from suppliers.
 - c. Provide instructions on Appendix P (Exhibits A through F):
Respondents are required to respond to Exhibit A and B as part of the proposal process to the County of Sacramento RFP.
 - d. Explain the National Cooperative Contract:
Contract(s) that have been competitively solicited and awarded by a public agency, who's awarded supplier(s) have responded to promote pricing across the USA.
 - e. Clarify the Administrative Fee:
Suppliers are required to pay an administrative fee of 2.5% of the greater of the Contract Sales under the Master Agreement (see Appendix P, Exhibit A, Section 1.2 Marketing and Administrative Support Page 3 of 22).
 - f. Give guidelines for contractor's report on sales:
Exhibit E is a template for suppliers to report monthly sales under the Master Agreement.
 - g. See National IPA Promotional Materials: (Pre-Proposal Conference hand-out documents)
 - i. State and Local Regions map
 - ii. Higher Educational Regions map
 - iii. Benefits of Cooperative Purchasing
 - iv. Example:
 - A. Mansfield Fuels. Simplified
 - B. Save Now Through The National IPA Contract
 - C. US Foods
12. Enclosed Pre-Proposal Conference hand-out materials - National IPA leaflet (Added)