

COUNTY OF ROCKLAND
Department of General Services
Purchasing Division

Contract Award Notification

Title: **Kosher Home Delivered Meals for RC Office for the Aging**

Contract Period: May 1, 2023 through April 30, 2024 w/4-1 year options

Original Date of Issue: 05/23/23

Date of Revision: 1/9/24

RFP No: **RFP-RC-2023-003**

Catalog: **Consulting**

Authorized Users: Office for the Aging

Address Inquiries To:

Name: Sabrina Samuels
Title: Purchaser II
Phone: 845-364-3807
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E-mail: samuelss@co.rockland.ny.us

Description

This contract is for Kosher Home Delivered Meal.

Contract #	Vendor Number	Contractor & Address	Telephone No.
RFP 23-003	0000028080	Laufers Gourmet Inc. 120 W. Ramapo Road Garnerville, NY 10923 Contact: Moshe Laufer laufersgourmet@gmail.com	845-528-3377
RFP 23-003-A	0000028081	Radish 58 Dobbin Street Brooklyn, NY 11222 Contact: Henry Weiss henry@radishny.com	212-921-4433

County of Rockland CONTRACT

Dept. of General Services

Purchasing Division
50 Sanatorium Rd
Bldg A, 6th Fl, Room 609
POMONA NY 10970
www.rcpurchasing.com

Supplier 0000028080
Laufers Gourmet Inc.
Moshe Laufer
120 W. Ramapo Road
Garnerville NY 10923

Phone 845/528-3377

laufersgourmet@gmail.com

Tax Exempt? Tax Exempt ID:


Line #	Supplier Item	Item Desc	Item ID	Price	UOM
1		Hot Meals Delivered daily to Clients home per specifications	95230000007	18.00000	Each
2		Frozen Meals delivered weekly to the clients home 5/pk	95230000008	85.00000	Pack

TERMS AND CONDITIONS OF RFP-RC-2023-003 INCORPORATED HEREIN BY REFERENCE.

Dispatch via Print

Contract ID RFP 23-003	Page 1 of 1
Contract Dates 05/01/2023 to 04/30/2024	Currency USD
Kosher Home Delivered Meals	Contract Maximum 95,000.00
Freight Terms	Buyer Email samuelss@co.rockland.ny.us
Buyer SAMUELS, SABRINA	Phone Fax

Authorized Signature



County of Rockland CONTRACT

Dept. of General Services

Purchasing Division
50 Sanatorium Rd
Bldg A, 6th Fl, Room 609
POMONA NY 10970
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Dispatch via Print

Contract ID RFP 23-003-A		Page 1 of 1
Contract Dates 05/01/2023 to 04/30/2024		Currency USD
Kosher home delivered meals		Contract Maximum 95,000.00
Freight Terms	Buyer Email samuelss@co.rockland.ny.us	
Buyer SAMUELS, SABRINA	Phone 845/364-3807	Fax 845/364-3809

Supplier 0000028081
radish
Henry Weiss
58 Dobbin Street
Brooklyn NY 11222

Phone 212/921-4433

henry@radishny.com

Tax Exempt? Tax Exempt ID:

Line #	Supplier Item	Item Desc	Item ID	Price	UOM
1		Frozen Meals delivered weekly to clients home 5/pk	9523000009	17.00000	Each

TERMS AND CONDITIONS OF RFP-RC-2023-003 INCORPORATED HEREIN BY REFERENCE.

Authorized Signature



Edwin J. Day, County Executive**TITLE: Kosher Home Delivered Meals for the Rockland County
Office for the Aging****RFP NUMBER:
RFP-RC-2023-003****STATEMENT OF OBJECTIVES**

Kosher meal requirements set forth must be met for all meals delivered to eligible seniors.

The Proposer must demonstrate knowledge of the New York State Office for the Aging (NYSOFA) Nutrition Program Standards (19-PI-26); and Official Compilation of Codes, Rules, and Regulations of the State of New York, Title 9, Executive Department Subtitle Y. New York State Office for the Aging Chapter II. Older Americans, Community Services and Expanded In-home Services for the Elderly Programs Part 6654. Services, specifically, 6654.10 OAA, WIN, CSI and CSE funded Nutrition Services, home delivered meal program and current U.S. Department of Health and Human Services, USDA regulations.

The Proposer must plan, prepare, and serve all meals according to the Nutrition Program and Standards through the issuance of NYSOFA Program Instructions (PIs), Technical Assistance Memorandums (TAMs), Information Memoranda (IM's), and adhere to the daily Dietary Reference Intake (DRI)/ Recommended Daily Allowance (RDA) and the current Dietary Guidelines for Americans. Compliance with all nutritional guidelines must be routinely monitored by the regulatory agencies.

The Proposer must prepare hot and/or frozen Kosher Home Delivered Meals for eligible Rockland County seniors.

The Kosher meals must be prepared in a Kosher-approved kitchen/facility.

- The hot meals must be delivered daily to the client's home. Temperatures must meet 140 degrees Fahrenheit or higher upon delivery.
- The 5-pack frozen meals must be delivered weekly to the client's home. Temperatures must meet 32 degrees Fahrenheit or lower upon delivery.

The Proposer agrees to provide nutritious and balanced meals to all clients according to the approved menu.

All meals must be certified and display a kosher approval symbol.

The Proposer agrees to produce attractive, palatable, and satisfying meals with consideration given to participants and volunteer comments and RCOFA Nutrition Coordinator evaluation/recommendation.

Per New York's Kosher Law Protection Act of 2004, the food establishments must meet registration requirements within the New York State Department of Agriculture and Markets - Division of Kosher Law Enforcement to ensure compliance with the kosher laws. Updated copies of the registration and certification must be sent to RCOFA on an annual basis. A current copy must accompany the proposal response.

1. Required for Kosher Home Delivered Meals

The provider must be in compliance with the NY State Sanitary Code and the facility must display operation permits.

The provider shall demonstrate acceptable experience in following appropriate procedures to preserve nutritional value and food safety, including compliance with all State and Local health laws and ordinances, and the State and Local standards and regulations concerning the purchase, preparation, handling, serving, and service delivery of

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food. The food preparation facility will be inspected annually by the local Department of Health. Inspection reports and follow-up documentation on compliance issues will be sent to RCOFA on an annual basis.

The provider must obtain and provide a Kosher Certification Form in relation to their operations and the meals provided under this contract. The provider must be certified through one of the following Kosher Certifying agencies, OU, OK, Star-K, KOF-K, CRC or Tarnopol Kashrus.

2. Policies and Procedures

The provider must have written policies and procedures concerning all aspects of the program including:

- Personnel, organizational structure/chart, and staff functions, orientation, and training.
 - To control the operation of the nutrition program, the Proposer must have personnel policies and procedures and job descriptions specifying qualifications for all staff.
 - The provider must provide adequate staff to administer the HDM Program.
- Program monitoring, assessment, and reporting.
- Food service management, sanitation, delivery, and other operational/management components, and food and equipment security and site agreements.
- The provider must retain records related to:
 - A registry of participants and information concerning any special needs.
 - The number and cost of home-delivered meals served.
 - Any other records that may be required by the RCOFA.
 - All records must be retained for a period of six years.
- Records will be available for inspection by Federal, State, and County officials at all reasonable hours at a location agreed upon by the provider and the County.
- The provider must obtain and keep in effect such insurance coverage as required by the County.
- County to be billed on a per meal basis for actual meals delivered to eligible Rockland County residents.
- The provider will report units of service to the RCOFA monthly.
- The RCOFA will solicit voluntary contributions, annually to those individuals served by the RCOFA funding. Consumers of services must be informed of and provided with the opportunity to voluntarily contribute at least annually to the cost of the services funded by any program administered by or through NYSOFA or RCOFA. Consumers of services must be informed of the purpose for and use of contributions. No service recipient may be denied a service because of inability or unwillingness to contribute.
- The provider will conduct annual client satisfaction survey.

3. Menu Requirements

Menus must be certified by a Registered Dietitian, with signature and date to indicate that the menus meet the requirements for the dietary reference intakes (DRI) and most current Dietary Guidelines. The meals must provide each participating older individual with the following:

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- a) A minimum of 33 1/3 percent of the dietary reference intakes (DRIs) if 1 meal is provided per day
- b) A minimum of 66 2/3 percent of the dietary reference intakes (DRIs) if 2 meals are provided per day
- c) 100 percent of the dietary reference intakes (DRIs) if 3 meals are provided per day as established by the Food and Nutrition Board of the Institute of Medicine of the National Academy of Science to the maximum extent practicable, are adjusted to meet any special dietary needs of program participants. Nutrition services providers have flexibility in designing meals that are appealing to program participants.

Any deviation from the planned menu must be noted and approved prior to service by a Registered Dietitian, project director, or other designated person(s).

Vitamin and mineral supplements are not purchased with program funds.

Any dairy products must be Cholov Yisroel.

The Proposer must procure all food and supplies as required in the preparation of meals in accordance with the standardized recipes and menus as approved by the provider's Registered Dietitian.

The RCOFA may request a tour of the location used to prepare or deliver meals.

Please Note: Omission of any components of the approved menu constitutes a violation of the Menu Policy. Meal reimbursement will be denied if any part of the meal is omitted. Substitutions require prior approval by the provider's Registered Dietitian at least 2 days in advance of the meal service. Substitutions should be comparable food items of the same food group.

3.1. Menu Policy, Meals Preparation, and Service

The Proposer must have a Project Manager and/or Registered Dietitian for the overall site operation, who must work closely with the RCOFA Registered Dietitian.

The Proposer will follow the NYSOFA Menu Development policy. All cycle menus must be reviewed and approved by a Registered Dietitian for nutritional analysis and submitted to the RCOFA Nutrition Coordinator at least (6) weeks in advance of implementation. The provider's Project Manager and/or Registered Dietitian will work collaboratively with the RCOFA Nutrition Coordinator during the menu review and approval process. Proposers must keep copies of the approved sample menus on file for one year from the implementation date.

Efforts must be made to accommodate special/therapeutic diets. Participants receive a therapeutic diet only if prescribed by a physician. These prescriptions are kept on file and are updated annually.

Special Holiday Meals will be required as part of the Menu Policy and menus must be submitted for approval to the RCOFA Nutrition Coordinator prior to serving.

All meal units must be properly sealed and any portion that requires heating must be double wrapped.

4. Staff, Supervision, and Training

The proposer will be responsible for:

- Implementing staff and volunteer orientation.

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- Coordinating staff and volunteer training (i.e., safety and sanitation, nutrition standards, emergency procedures).
- Ensuring compliance with all RCOFA rules and regulations.
- Contacting the RCOFA to report changes or issues as they relate to the client.

Proposer must furnish the employees and/or volunteers needed for full implementation and operation of the program.

All staff and volunteers must be warm and welcoming and treat clients with dignity and respect. Staff and volunteers must be neat, clean, and properly dressed.

All Staff must be aware of the physical and social needs of the older adults. Staff and volunteers must not any adverse changes in the client(s) condition. All protocols will be provided to the awarded firm. The Proposers will be required to provide training and follow the RCOFA protocol.

The Proposer must adequately screen all employees and volunteers involved in the delivery of nutrition services under this Agreement to avoid or minimize risk to any client participating in the program. All employees and volunteers providing services under this agreement must always be respectful, courteous, and helpful to each client as well as relatives and caregivers of the client, and Rockland County staff. The Proposer must ensure that all such agents and employees are competent, conscientious, and law-abiding and that each employee signs a Confidentiality and Disclosure Form.

Confidentiality Policy: The proposer must have written policy and procedures for all staff and volunteers that protect the confidentiality and limit access to clients' information. Confidentiality is to be guaranteed for all clients receiving services funded by the Older Americans Act by Federal regulation. This includes obtaining the informed consent of an individual for the purpose of disclosing personal information to service providers for referral and linkage or any other purpose. In addition, other laws governing consent to capture, share and disclose client information may apply generally to all individuals or specific population groups.

5. Home Delivered Meals Delivery, Drivers, Vehicles

The operation of the nutrition program should be overseen by the Project Manager and/or Registered Dietitian who must have a thorough knowledge of: supervising and directing the work of others; an ability to plan; a good knowledge of Rockland County roadways and topography regarding the local weather expectations throughout the year; food service delivery, particularly as they relate to meal delivery service for elderly persons; knowledge of community agencies; facilities and services that may be utilized to help the elderly.

It is the responsibility of the Proposer to provide delivery vehicles for the home delivered meal service. The proposer must be responsible for all costs of the vehicles including the cost of fuel, and properly licensed, insured, and maintained vehicles. All drivers must hold a current valid New York State or State of residence Driver's license.

Routes for home delivered meals may change daily based upon the addition or deletion of clients. The Proposer must ensure that fully trained supervisory staff instruct and train delivery drivers.

The meals must be kept in insulated bags during delivery to ensure a safe temperature is maintained.

The Proposer must supervise and monitor the delivery of meals to clients.

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All paid and volunteer delivery staff should wear appropriate attire: maintain a neat and clean appearance and must be supplied with standardized photo ID badges identifying them as an authorized employee or volunteer delivery person. It will be the proposer's responsibility to ensure the return of all IDs upon the termination of any driver service.

The Proposer must ensure drivers have a cell phone or 2-way radios to be used in the event of an emergency. Proposer must have the base station manned during delivery times with written defined responses to driver situations.

Meal delivery routes are scheduled according to cluster client locations. The delivery times must not exceed the **two and a half hour time frame** of meal pack time. Every effort will be taken to schedule client meal delivery within the same time frame of each day. Depending on the meal census and delivery routes, adjustments will need to be made to ensure delivery times are within the **two and a half hour time frame**. When a holiday falls on a regular delivery day, the Proposer must deliver meals the prior business day. Weekend meals may be delivered as follows, Saturday frozen entrée delivered on Thursday, and Sunday frozen entrée delivered on Friday. It is acceptable if the proposer delivers both Saturday and Sunday weekend meals together on Thursday or Friday. The proposer will have a procedure to track new client meals and/or hold/cancellations of meals.

During the daily contact with the client, the Home Delivered Meal delivery staff and volunteers must be properly trained to detect, observe, and report changes in the senior's condition, or environment as required under emergency reporting protocols and procedures. Any changes in client condition must be immediately reported to RCOFA Assessment Team. If daily contact with a client is not possible, periodic contact with the client must be made by the Proposer. If it is determined by the RCOFA that the meals were not received by the intended individual, the RCOFA retains the right to receive reimbursement from the Proposer.

If a client is not home, the driver/deliverer will attach a door hanger to notify the client they were there to deliver the meal. Then the driver/deliverer is to follow protocol. When a client is not home to receive a meal, the driver/deliverer will indicate "Not Home" on the route sheet. The meal should be returned to the proposer and must not be left at the client's home

The Proposer must train delivery staff and volunteers to contact their immediate supervisor if any unusual circumstances (i.e., client is not answering the door, apparent deterioration in the client's physical, mental, or environmental condition) or contact 911 if the delivery person deems the client is in need of emergency services and must be reported to the RCOFA Assessment Team.

The Proposer and RCOFA Assessment Team must communicate regularly by email or telephone, about any temporary and/or permanent Home Delivered Meal changes resulting from hospitalization, nursing home placement, moving from the area, extended vacation with family, client death, etc.

The proposer and their staff may not discontinue client meals for any reason, without approval from the RCOFA Assessment Team.

Meals must be delivered between 11 am and 2 pm daily to clients.

If the contractor will deliver any daily meals in the client cluster later than 2pm, RCOFA must be notified of the delay and the reason the delay occurred.

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The Proposer must have written procedures concerning the provisions of food/and or meals in weather-related or other emergencies or disasters.

The Proposer must make the decision regarding delivery during emergency or inclement weather conditions. Dangerous road conditions should be considered and treated as any other emergency situation negatively impacting the delivery of meals. The County reserves the right to cancel service as dictated by the applicable circumstances.

If the Proposer cannot provide meals on a given day due to weather or other emergencies, they will be required to notify the RCOFA Director/Assistant Director by 8:30 am of any planning changes and then notify the media. The Proposer will also be responsible for notifying affected clients of the disruption of service.

The proposer will provide each client with (2) shelf-stable meals for use during these emergency instances.

As part of the emergency preparedness plan, the proposer will provide RCOFA with all specific route and client information, the number of vehicles used for delivery on each route, and the number of staff and volunteers used to provide service to each route.

7. Contributions and Due Recognition

The RCOFA will solicit voluntary contributions to those individuals served by the RCOFA. Consumers of services must be informed of and provided with the opportunity to voluntarily contribute at least annually to the cost of the services funded by any program administered by or through the NYSOFA or RCOFA. Consumers of services must be informed of the purpose for and use of contributions. No service recipient may be denied a service because of inability or unwillingness to contribute.

Due recognition must be given to all applicable funding sources as well as the NYSOFA contribution policy, on all marketing materials distributed to the public and any social media posting.
Funding/Contribution policy should read as follows:

“Contributions are voluntary and confidential and are used to expand the services for which they are received. No one will be denied services because of an inability or unwillingness to contribute. The suggested contributions level should equal the cost of the service for participants who self-disclose income at or above 185% of the Federal Poverty Level.

Services are funded in part by the Administration for Community Living, New York State Office for the Aging, and the Rockland County Office for the Aging”

8. Surveys

The proposer must develop a method for surveying client satisfaction annually to assure that the participants' comments on meals are solicited and considered when planning meals. Such method must respect the client's right to confidentiality. The dated surveys and a summary of results must be submitted to the RCOFA. In addition, RCOFA will conduct satisfaction surveys annually.

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RCOFA requires a Rockland County Electronic Voucher and a spreadsheet to be submitted for payment monthly. Spreadsheets must include:

- Home Delivered Meals: client names and number of meals, and meal type provided

Contributions received from a client, their caregiver, or on behalf of the client must be reported to the RCOFA monthly and deducted from the amount billed on the voucher. Invoices are due by the 5th of the month for the previous month's service.

All RCOFA clients funded under EISEP will be required to follow EISEP guidelines for services (cost share may apply). The RCOFA will bill the client at the designated cost-share rate.

Price Adjustments

The County recognizes this product or service has a price component that may have a commodity with changing costs. The Contractor/Supplier may request a Price Adjustment no more frequently than once each year (12 month period).

A Price Adjustment request must be made in writing and include the reason for the request, documentation supporting the request (i.e., commodity increases), the current pricing, and the requested revised pricing.

The County will review the Price Adjustment request. If the Price Adjustment is deemed reasonable the Price Adjustment request will be accepted by written acknowledgement. If the request is not accepted the County may entirely reject the request or may counter with revised pricing. In either case the County will provide a written explanation in support of the decision.

The Director of Purchasing may use available indexes (e.g. CPI or PPI) to determine if the requested Price Adjustment is reasonable. Typically, a Price Adjustment that exceeds 5% will not be approved unless very unusual and significant changes have occurred in the industry.

In the event industry costs decline, the County shall have the right to receive, from the Contractor, a reasonable reduction in prices/pricing that reflect such cost changes in the industry. The County will make a written request to the Contractor for a Price Adjustment in writing with supporting documentation.

PROPOSAL REQUIREMENTS AND COMPANY QUALIFICATIONS

Prior history and experience in providing services under Official Compilation of Codes, Rules and Regulations of the State of New York, Title 9, Executive Department, Subtitle Y, New York State Office for the Aging, Chapter II. Older Americans, Community Services, and Expanded In-Home Services for the Elderly Programs, Part 6654. Services, and specifically Sections 6654.10 Nutrition provider responsibilities.

The provider must demonstrate acceptable experience in following appropriate procedures to preserve nutritional value and food safety, including compliance with all State and Local health laws and ordinances, and the State and

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Local standards and regulations concerning the purchase, preparation, handling, serving and service delivery of food.

The provider must demonstrate experience in complying with the U.S. Department of Agriculture and the U.S. Department of Health and Human Services. Dietary Guidelines for Americans, 2020-2025, 9th Edition. December 2020.

Menus must be reviewed and approved by a Registered Dietitian and submitted to the RCOFA Nutrition Coordinator on a quarterly basis. Efforts must be made to accommodate special diets.

The provider must obtain and keep in effect such insurance coverage as required by the County throughout the entire duration of the contract term.

Submit sufficient information to document the contractor's qualifications to provide this service to the Rockland County Office for the Aging. Demonstrated ability to meet the requirements of this RFP. **A minimum of two (2) years** prior experience providing similar services with other New York governmental agencies.

Qualification and expertise of staff to be assigned to the County.

Sample Menus must be provided with the proposal.

A sample meal must be provided to the RCOFA upon request for evaluation, within five (5) business days of the request. Sample meals will be evaluated for taste, temperature, compliance, and packaging. All samples must be delivered in the manner they would be delivered to a client.

- A label with the meal description and type of kosher certification must be included.

Performance References for similar projects must be provided.

The County of Rockland OFA reserves the right to perform at minimum four (4) structured visits and two (2) unannounced visits annually.

A copy of the bidder's Department of Health (DOH) permit, most recent food establishment inspection report completed by the DOH, and Kosher certification(s) for the period of January 1, 2022, to present must be included with the RFP response.

Describe the agency's staff recruiting practices and retention strategies. Include strategies for identifying, training, and retaining volunteers. Indicate the annual staff/ volunteer turnover rate from the most recent fiscal year. A list of food suppliers and distributors used must be submitted with the proposal.

COST PROPOSAL

The proposer must provide the costs associated with providing each meal as outlined on the cost proposal pages.

The total unit price must be the total price per meal.

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The County of Rockland will not be responsible for any cost incurred other than for the above-mentioned per meal rate.

If the County of Rockland sees fit, they may request a budget for this program from the proposer including all costs associated with preparing, delivering meals and overhead.

DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION

Dr. Robert L. Yeager Health Center
50 Sanatorium Rd, Building A
Pomona, New York 10970
Phone: (845) 364-3820 Fax: (845) 364-3809
Email: purchasing@co.rockland.ny.us

Paul Brennan, FNIGP, NIGP-CPP, CPPO
Director of Purchasing

ADDENDUM # 1

RFP-RC-2023-003 Kosher Home Delivered Meals

The information in this addendum supersedes any contradictory information set forth in the contract documents. Acknowledge receipt of this addendum in the space provided on the signature page of the bid proposal. Failure to do so, may subject the bidder to disqualification. This addendum forms a part of the contract documents.

A pre-proposal meeting was held January 31, 2023 at 11:00AM the attendees are as follows:

Aron Gilbert- Fresh N' Tasty
Moshe Laufer- Laufers Gourmet Inc.
Kevin Hardy- Meals on Wheels
Marion Elkins- Meals on Wheels
Henry Weiss- Radish
David Weiss- Radish
Sabrina Samuels- Rockland County Purchasing
Martha Robles- Rockland County Office for the Aging
Mary Ellen Distefano- Rockland County Office for the Aging
Diana Herlihy- Rockland County Office for the Aging
Diane Ricottone- Rockland County Office for the Aging
Eliza Tenorio Alvater-Conn- Rockland County office for the Aging

Please note a correction to the deadline to questions is February 9, 2023 at 3pm.

Question #1: Based on the requirements of the RFP it states meals must be prepared in a Kosher approved Kitchen, what does "meals must be prepared" mean?

Response #1: Meals must be prepared in a Kosher approved kitchen and cannot be reheated or frozen in a non-kosher kitchen. Hot meals may not be reheated in a non-Kosher kitchen, and frozen meals must be prepared and frozen in a kosher approved kitchen.

Question #2: When is the anticipated Award date?

Response #2: It is anticipated that the evaluation and sampling process will take a minimum of 6 weeks, the County anticipates awarding this contract for an April 1, 2023.

Question #3: What is the previous contract pricing?

Response #3: \$9.50/meal

SIGNED:

Paul J. Brennan

**PAUL J. BRENNAN, FNIGP, NIGP-CPP, CPPO
DIRECTOR OF PURCHASING**

ADDENDUM

1/31/23

DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION

Dr. Robert L. Yeager Health Center
50 Sanatorium Rd, Building A
Pomona, New York 10970
Phone: (845) 364-3820 Fax: (845) 364-3809
Email: purchasing@co.rockland.ny.us

Paul Brennan, FNIGP, NIGP-CPP, CPPO
Director of Purchasing

ADDENDUM # 2
RFP-RC-2023-003
Kosher Home Delivered Meals

The information in this addendum supersedes any contradictory information set forth in the contract documents. Acknowledge receipt of this addendum in the space provided on the signature page of the bid proposal. Failure to do so, may subject the bidder to disqualification. This addendum forms a part of the contract documents.

Question #1: Will a hot meal be required, or will a frozen meal be an adequate substitute on the religious holidays?

Response #1: Hot meals will be preferred; however, frozen meals can be adequate during the religion holidays.

Question #2: What are the delivery requirements on the religious holidays? The meals must be delivered prior to the religious holiday.

Response #2: If the meal provider is closed due to the observance of a Holiday arrangements must be made by the provider to deliver the meals prior to the closure. If the meal provider is open during the Holiday regular scheduled delivery must be made unless otherwise specified by the client.

Question #3: Are the frozen meals being distributed as a 5-pack bundle with a once per week delivery?

Response #3: Yes

SIGNED:

Paul J. Brennan

PAUL J. BRENNAN, FNIGP, NIGP-CPP, CPPO
DIRECTOR OF PURCHASING

ADDENDUM

2/10/23