Proposer Questions & Staff Responses:

1. **How many congregate meals and home delivered meals are requested in this RFP?**
   
   **Response:** The AAA is currently serving approximately 3800 home delivered meals and 4800 congregate meals per month.

2. **What type of meals are you requesting—hot, frozen, chilled, shelf stable?**
   
   **Response:** This RFP is for all meal types.

3. **What are the delivery requirements of this RFP? Please provide locations, frequency, number of meals per delivery.**
   
   **Response:** The locations are for Camp (1 day per week/100 meals), Harrison (3 days per week/60/20/30 meals consecutively), Marion (2 days per week), Panola (1 day per week/120 meals), Rains (5 days per week/30 meals) and Wood (no home delivered meals) counties are currently being operated by the AAA. The frequency and number of meals can vary based upon the order frequency per meals site.

4. **What is the current meal rate by meal type?**
   
   **Response:** The meal rate varies per site based upon the meals being served and service delivery methods.

5. **Is this RFP intended for a nonprofit provider or is a for profit caterer allowed to propose?**
   
   **Response:** All providers (nonprofit and for profit) are encouraged to bid on this RFP.

6. **What is the term of this contract?**
   
   **Response:** The term of the contract is three years renewable annually based upon availability of funds.

7. **Is a bid bond or performance bond required? If so, what dollar amount?**
   
   **Response:** No, this is not a bid bond, nor does it require a performance bond.

8. **Can the successful bidder only bid on parts of the program not the entire program?**
   
   **Response:** Yes. The successful bidder can bid on several parts and the AAA may award contract to multiple vendors for example food vendors and paper products.
9. Will the bidder have to purchase equipment for the congregate sites or home delivered routes and if so, what is necessary for each?

Response: No purchases will be required for the congregate site, a delivery vehicle and possibly meal carrying bags will be needed for the home delivered meal program.

10. Can you provide a break down per delivery location the number and types of each meal provided for this RFP?

Response: The locations are for Camp (1 day per week/100 meals), Harrison (3 days per week/60/20/30 meals consecutively), Marion (2 days per week), Panola (1 day per week/120 meals), Rains (5 days per week/30 meals) and Wood (no home delivered meals) counties are currently being operated by the AAA. The frequency and number of meals can vary based upon the order frequency per meals site. Currently Rains county receive hot meals and other counties receive frozen.

11. Are home delivered meals to be delivered directly to the client or to a meal site?

Response: Based upon our current delivery model, home delivered meals are to be delivered directly to the client. However, if a proposer’s delivery model is more cost-effective, the AAA will consider this model.

12. Can home delivered meals be delivered directly to the client’s home by the proposer?

Response: Home delivered meals can be delivered directly to the client’s home by the proposer.

13. Will the AAA accept proposals for refrigerated home delivered meals in lieu of frozen meals?

Response: The AAA is open to all meal types including fresh food produce, as well as nutrition site supplies.

14. Will the AAA accept fixed price per meal proposals?

Response: Yes, the AAA will accept fixed price per meal proposals.

15. Are there specific questions to be answered as part of this RFP?

Response: Yes, there are specific questions to be answered as part of this RFP.

Closing Remark:

We thank all proposers who submitted questions for staff responses; and to serve as a friendly reminder, RFP Proposals are due:

RFP Submissions Due Tuesday, July 21, 2020 (3:00 PM CDT)