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**Addendum #1
RFP WRESA-01302023-157-01 Catering and Food Operation Services
Questions and Answers**

The following Questions were received by the February 13th deadline and Responses are as follows:

- 1) For the larger catering functions will you allow more than 48 hour notice so that your vendor can plan effectively?

Yes, when possible we will give one weeks' notice.

- 2) In light of you wanting to award multiple contracts how do you foresee that being divided up? One vendor for Breakfast, one for lunch and one for dinner catering?

WRESA has considered multiple options and anticipates an open format. The clients will dictate what food vendors they would like for each event. We want to provide the best options to our clients and by allowing them to choose and we feel this will give them the most opportunity to select the vendor that best suits the needs of the event.

- 3) Are you able to share historical ranges of prices per meal for the different types of service? (Breakfast, Lunch, Buffet Lunch, Large Events)

The following historical information identifies pricing from our prior two contractors.

<p>Prior Vendor #1 menu was for lunch and dinner only (no breakfast)</p>	<p>Lunch – whether it was café style or boxed the cost was \$10.00 each. Café – 2 soup choices, assorted sandwiches, salad bar, dessert & pop. Boxed lunch – soup or coleslaw, sandwich, chips, cookie, fruit and dessert w/pop.</p>	<p>Dinner - 3 price points \$10.00 included Pasta entrée, salad, bread, dessert and pop. \$11.00 included entre, starch, salad, veggie, dessert and pop \$13.00 included higher end entrée, starch, salad, veggie, dessert and pop</p>	<p>They also had add-ons which were trays of lasagna, mac & cheese, etc. ranging between \$40 and \$80. 2018-19 was last full year with vendor - \$174,412.50 in sales 2017-18 \$156,784.00 2016-17 \$189,705.50</p>
<p>Prior Vendor #2 Menu includes breakfast (3 options, \$11, \$12, \$13 per person)</p>	<p>Lunch - \$13.00 per person (pre-packaged sandwich, chips, cookie, pickle, pop)</p>	<p>Dinner - \$15 per person (gyro platters incl rice, hummus, pita, dessert & pop) or gyro wraps/bowls also served pre-packaged with dessert and pop</p>	<p>Sales for 2022-23 from July to Feb 10, 2023 3,324 meals – mostly lunch orders \$40,583.00</p>

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- 4) In section 1.8 (pg.14) under purchase orders. when the requesting agency asks for a quote that is outside the prices we submit on the RFP.

We anticipate ordering off the menu provided in Appendix B – Pricing, however we do reserve the right to purchase additional services/goods that are outside of the submitted prices.

- 5) We are not able to open the approved contracts for the catering RFP. Will that be operational before 2/23/23?

The current catering contract is not posted, however we have provided historical pricing for our prior two contractors in response to question #3 above.

- 6) Is there a version of the RFP that is not a PDF or a way of typing the answers directly on to the RFP?

A Word version has been added and linked to on the WRESA purchasing page, along with the posting of the Addendum.

- 7) We do not offer full service dining. Our orders can be delivered and set up on provided tables – but that's the extent of our service offering. We wouldn't have staff available to work events or clean the dining areas at all.

Although Wayne RESA is seeking full service catering offerings per the requirements in the RFP, we may consider alternate proposals that do not meet all of these requirements. If you cannot meet all of the requirements, please identify this within your proposal. This will be considered during our technical proposal evaluation.

- 8) We couldn't guarantee pricing for an entire year as we do have several price changes thru a single year typically, as well as a slightly changing menu about 5 times a year.

If you cannot meet the pricing guarantee, please identify this within your proposal. This will be considered during our pricing evaluation.

- 9) We also do not carry any certified Halal/Kosher products – and most other dietary restriction offerings are limited, but more manageable with some ingredient modifications.

If you cannot meet all of the required dietary restriction offerings, please identify this within your proposal. This will be considered during our technical proposal evaluation.