

THE CITY OF WALTHAM
MASSACHUSETTS

PURCHASING DEPARTMENT

Council on Aging Meals, Meals on Wheels

ADDENDUM NO. 1

August 4th, 2023

CHANGES, CORRECTIONS AND CLARIFICATIONS

The attention of bidders submitting proposals for the above subject project is called to the following addendum to the specifications. The items set forth herein, whether of omission, addition, substitution, or clarification are all to be included in and form a part of the proposal submitted.

THE NUMBER OF THIS ADDENDUM (NO. 1) MUST BE ACKNOWLEDGED IN THE PRICE SHEET.

ITEM 1: ANSWERS TO POSED QUESTIONS

Deliveries:

Q1. For clarification, meals are to be delivered to the kitchen receiving area?

A1. **Yes.**

Q2. I don't believe this is applicable; it relates to furniture

A2. **N/A Does not apply**

Labeling:

Q3. Are meals to be labeled as outlined in this section?

A3. **N/A Does not apply**

Guarantees:

Q4. I don't believe this is applicable.

A4. **N/A Does not apply**

Labor & Materials bond:

Q5. Is the applicable?

A5. **Yes, a 50% Performance Bond is Required from the Awarded Vendor.**

Q6. Further down the RFP, it asks for a 50% bond of the entire value of the contract. Do we need a bond? If so, what value?

A6. Yes, a 50% Performance Bond is Required from the Awarded Vendor. This should be based on your Annual Bid Amount from the Price Sheet.

Terminate:

Q7. 5-day notice of termination, is uncommon for this type of RFP.

A7. The City would provide 30-day notice for termination of Contract.

Right to Audit:

Q8. What specifically would you be auditing for?

A8. This could be any documentation having to do with Meal content, preparation, or delivery.

Covid-19:

Q9. Are you still under Covid-19 emergency requirement?

A9. No, however ALL Bid Opening are now Livestreamed via ZOOM and recorded.

Q10. Is City Hall open?

A10. Yes.

Menu:

Q11. Can you please share your current menu?

A11. Please see attached.

Invoicing:

Q12. We invoice weekly.

A12. We require Monthly Invoicing.

Terms:

Q13. I didn't notice COA's payment terms. 14 days 21 days 30 day?

A13. We are a Municipality which means our Payment terms are 45 Days

Traveling Chef:

Q14. How long does the chef usually serve?

A14. The chef comes only for a special event, such as St Patrick's Day or a cookout.

Q15. How often? Monthly, once a quarter?

A15. See A14.

Q16. Please provide a sample menu for Traveling chef.

A16. **Please see attached.**

Special Events:

Q17. How many are hosted annually?

A17. **Two.**

BBQ:

Q18. What is the average number of participants?

A18. **50-75.**

Q19. Where is it held?

Q19. **William F. Stanley Senior Center, 488 Main Street, Waltham, MA 02452**

Q20. How many BBQs per summer?

A20. **One.**

Q21. Who supplies the grill and propane?

A21. **We do.**

Q22. Does the City of Waltham require a special permit for the BBQ?

A22. **Not to our knowledge.**

MVES, Springwell, Lifepath July/August Final Menu (5-23-23)

<p>July 3, Monday (2 compartment tray) Chicken Souvlaki-17 over Seasoned Orzo-35 Zucchini (fresh) Wheat Bread Mandarin oranges</p>	<p>July 4, Tuesday Independence Day Holiday MVES holiday meal—cold sandwich meal 2 oz. Roast Beef 1 oz. Swiss Cheese Lite Mayo Potato Salad Cole Slaw Wheat Bread Chocolate Chip Cookie</p>	<p>July 5, Wednesday Alaskan Breaded Pollock (PP) Lemon Wedge Tartar Sauce Rice Pilaf-34 Carrots LS Wheat Bread Pears</p>	<p>July 6, Thursday Independence Day Special (2 compartment tray) Hamburger (cookout burgers, in au jus) 1 slice cheese (in roll) Lettuce & Tomato (in cold pack) Summer Blend Vegetables (fresh cauliflower) Summer Potato Salad (in cold pack) Hamburger Roll Ketchup Parfait--Vanilla pudding topped with Strawberries & Blueberries/topping</p>	<p>July 7, Friday (2 compartment tray) Lasagna PP 3 oz. Tomato Sauce 1 Chicken meatball Italian Blend veg. Tossed Garden Salad (in cold pack) Lite Italian dressing pc Muffin, apple cinnamon (PP) Fresh Fruit (orange)</p>
<p>Cold Choice/ Supper: 3.5 oz Egg Salad Garden Shell Pasta salad-27 Broccoli, feta, orzo salad-55(shredded broccoli) LS Wheat Bread (2) <u>Supper Dessert:</u> Mixed Fruit</p>	<p>Cold Choice/Supper:</p>	<p>Cold Choice/Supper: 3.5 oz Chicken Salad Lettuce Leaf Summer Squash Salad-40 Italian Pasta Salad-19 LS Wheat Bread (2) <u>Supper Dessert:</u> Diet Chocolate Pudding/Topping</p>	<p>Cold Choice/Supper 2 oz. Turkey 1 oz. Swiss Cheese Lettuce Leaf Lite Mayo Macaroni Salad-22 Riviera Salad-34 Multigrain Bread (2) <u>Supper Dessert:</u> Fresh Fruit (orange)</p>	<p>Cold Choice/Supper 3.5 oz. Tuna Salad Lettuce Leaf Cole Slaw-10 Potato Salad-29 Multigrain bread (2) <u>Supper Dessert:</u> Lorna doones</p>

PP= Purchasing Program

Commodity items are underlined

MVES, Springwell, Lifepath July/August Final Menu (5-23-23)

<p>July 10, Monday (2 compartment tray) 11 oz. Spinach, White Bean Quinoa Stew – 11 Green Beans Wheat bread Fresh Fruit</p>	<p>July 11, Tuesday Fish, Mediterranean-14 (Cod PP) Buttered seasoned orzo-35 Zucchini & Cauliflower(fresh) Multigrain bread Chocolate Pudding/topping</p>	<p>July 12, Wednesday (2 compartment tray) 11 oz. Macaroni & Cheese-5 Broccoli (fresh) LS Multigrain Bread Mixed Fruit</p>	<p>July 13, Thursday (2 compartment tray) Chicken Cacciatore-10 over Buttered Noodles Italian Blend Veg-24 Wheat Dinner Roll Fig Bar</p>	<p>July 14, Friday Meatloaf-17 3 oz. Mushroom Gravy-4 Mashed Potatoes Carrots Wheat Bread Peaches</p>
<p>Cold Choice/Supper: 2 oz Turkey 1 oz Swiss cheese Lite Mayo Macaroni Salad-22 Riviera Salad-34 Multigrain Bread (2) Supper Dessert: Pears</p>	<p>Cold Choice/Supper: 2 oz. Roast Beef 1 oz. Provolone cheese Lettuce Leaf Lite Mayo Orzo Veg. Salad-23 Cole Slaw-10 LS Multigrain bread (2) Supper Dessert: Mixed Fruit</p>	<p>Cold Choice/Supper 3.5 oz. Chicken Salad-6 Lettuce Leaf Quinoa Tabbouleh Salad-59 Carrot Raisin Salad-8 Multigrain bread (2) Supper Dessert: Fresh Fruit (Vit C)</p>	<p>Cold Choice/ Supper: 3.5 oz. Tuna Salad over Tossed Garden salad Lite Italian Dressing Garden Shell Pasta Salad-27 LS Wheat Bread (1) Supper Dessert: Lorna Doones</p>	<p>Cold Choice/Supper: 3.5 oz. Egg Salad Lettuce Leaf Italian Pasta Salad-19 Summer Squash Salad-40 LS Wheat Bread (2) Supper Dessert: Diet Vanilla Pudding/Topping</p>

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<p>July 17, Monday (2 compartment tray) Chicken, Greek-15 Rice Pilaf w/Browned orzo-34 Italian Blend Vegetables (fresh zucchini) Whole Wheat Roll Pears</p>	<p>July 18, Tuesday (2 compartment tray) 10 oz. American Chop Suey Carrots LS Wheat bread Fresh Fruit (orange)</p>	<p>July 19, Wednesday (2 compartment tray) Teriyaki Salmon (PP) 4 oz. Teriyaki sauce Lo mein noodles -26 Asian blend veg-53 Whole Wheat Roll Tapioca Pudding/Topping</p>	<p>July 20, Thursday (2 compartment tray) Hot Dog Old Neighborhood –(PP) Cole Slaw-10 (in cold pack) Baked Beans LS Hot Dog Roll Ketchup, Mustard, Relish Peaches</p>	<p>July 21, Friday (2 compartment tray) 8 oz. Lentil stew-7 (cheese sent on side to cong.) Green Beans Tossed Garden Salad (in cold pack) Lite Italian Dressing Wheat Dinner roll Chocolate Chip Cookie</p>
<p>Cold Choice/Supper 3.5 oz. Egg Salad Carrot Raisin Salad-8 Potato Salad-29 LS Wheat Bread (2) <u>Supper Dessert:</u> Fresh Fruit Orange</p>	<p>Cold Choice/Supper 2 oz. Roast Beef 1 oz. Provolone Cheese Lettuce leaf Lite Mayo Broccoli Slaw-47 Macaroni Salad-22 LS Multigrain bread (2) <u>Supper Dessert:</u> Diet Chocolate Pudding/Topping</p>	<p>Cold Choice/Supper: Vegetarian Chef Salad—5 Lite Italian Dressing Italian Pasta Salad-19 Margarine Dinner Roll <u>Supper Dessert:</u> Tropical Fruit</p>	<p>Cold Choice/Supper: 3.5 oz California Chicken Salad Lettuce Leaf Orzo Veg. salad-23 Carrot Pineapple Salad--7 Multigrain Bread (2) <u>Supper Dessert:</u> Mandarin Oranges</p>	<p>Cold Choice/Supper: 2 oz. Turkey 1 oz. Swiss Cheese Lite Mayo Lettuce Leaf Balsamic Pasta Salad-2 Cole Slaw-10 LS Wheat Bread (2) <u>Supper Dessert:</u> Peaches</p>

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<p>July 24, Monday Alaskan Breaded Fish (PP) Lemon Wedge Roasted Potatoes-5 Mixed Vegetables LS Multigrain Bread Peaches</p>	<p>July 25, Tuesday (2 Compartment Tray) 9 oz Baked Ziti -3 3oz Tomato Sauce 1 chicken meatball Brussels Sprouts LS Whole wheat Bread Pears</p>	<p>July 26, Wednesday Aloha Chicken-3 Rice Pilaf-34 Carrots Wheat roll Fresh Fruit</p>	<p>July 27, Thursday Pot Roast w/Gravy 3 oz. Gravy Mashed Potatoes-6 Beets LS Wheat Bread Cupcake</p>	<p>July 28, Friday Broccoli Egg Bake Potato Wedges Green beans LS Wheat Bread Vanilla Pudding w/topping</p>
<p>Cold Choice/Supper: 3.5 oz. Egg Salad Sweet Potato salad-57 Broccoli, feta, orzo salad-55(shredded broccoli) LS Multigrain bread (2) <u>Supper Dessert:</u> Mixed Fruit</p>	<p>Cold choice/Supper: 2 oz. Roast Beef 1 oz. Provolone Cheese Lettuce leaf/Mayo p/c Beet Salad-4 English Pea Salad- 14 LS Wheat Bread (2) <u>Supper Dessert:</u> Fresh Fruit (orange)</p>	<p>Cold Choice/Supper: 3.5 oz. Tuna salad-11 Lettuce Leaf Potato Salad-29 Cole Slaw-10 Multigrain bread (2) <u>Supper Dessert:</u> Fig Bar</p>	<p>Cold Choice/Supper: Chef salad with Turkey-4 Lite Italian Dressing Balsamic Pasta Salad -2 Multigrain bread (1) Margarine <u>Supper Desserts:</u> Tropical Fruit</p>	<p>Cold Choice/ Supper: 3.5 oz. Chicken Salad Lettuce Leaf Macaroni Salad- 22 Squash, Zucchini, Red onion Salad-54 LS Wheat Bread (2) <u>Supper dessert:</u> Diet Vanilla Pudding/Topping</p>

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<p>July 31, Monday 3 oz. Roast Turkey with Gravy Mashed potatoes Mixed Vegetables Multigrain bread Ambrosia-18</p>	<p>August 1, Tuesday (2 compartment tray) Chicken Stir Fry-38 (3 oz. chicken, 2 oz. Asian sauce, 4 oz. Asian Vegetables) Jasmine Coconut Rice-12 Snack n loaf PP Pears</p>	<p>August 2, Wednesday (2 Compartment Tray) 2 Stuffed Shells PP 3oz Tomato Sauce 1 chicken meatball Tuscany Blend Veg-46 (celery, carrots, green beans, cauliflower--fresh) LS Multigrain Bread Fresh Fruit</p>	<p>August 3, Thursday Hamburger O'Brien Potatoes-7 Green Beans Hamburger Bun (cheese slice in bun) Ketchup Pineapple</p>	<p>August 4, Friday Fish with Broccoli Cheese Sauce-24 (Cod PP) Italian Roasted potatoes -5 Broccoli (fresh) LS Wheat Bread Brownie</p>
<p>Cold Choice/Supper: 3.5 oz. Tuna Salad-11 Barley Raisin Salad-56 Beet Salad-4 Multigrain Bread (2) <u>Supper Dessert:</u> Lorna Doones</p>	<p>Cold Choice/Supper: 2oz Turkey 1 oz. Swiss Cheese Mayo Lettuce Leaf LS Wheat Bread (2) Potato Salad-29 Zucchini Salad-49 <u>Supper Dessert:</u> Pineapple</p>	<p>Cold Choice/Supper: 2 oz. Roast Beef 1 oz Swiss Cheese Mayo Lettuce Leaf Quinoa Tabbouleh Salad-59 Broccoli Slaw-47 LS Wheat Bread (2) <u>Supper Dessert:</u> Diet chocolate pudding/topping</p>	<p>Cold Choice/supper: Vegetarian Chef Salad Italian Dressing Sweet Potato Salad-57 Snack Loaf Muffin (PP) Margarine <u>Supper Dessert</u> Fresh Fruit (orange)</p>	<p>Cold Choice/Supper 3.5 oz. Chicken Salad Lettuce leaf Italian Pasta Salad-19 Cole Slaw-10 LS Multigrain bread (2) <u>Supper Dessert:</u> Mixed Fruit</p>

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<p>August 7, Monday Broccoli Mushroom Frittata-9 Whipped Sweet Potatoes Spring/Summer Blend- 38 (fresh cauliflower) Blueberry snack loaf (PP) Fig Bar</p>	<p>August 8, Tuesday (2 Compartment tray) Honey Mustard Chicken-19 over Seasoned orzo-35 Brussels Sprouts LS Multigrain bread Pineapple</p>	<p>August 9, Wednesday (2 Compartment Tray) 8 oz. Unstuffed Pepper Casserole-45 Tuscany Blend-46 LS Multigrain Bread Fresh Fruit (Pear)</p>	<p>August 10, Thursday Salmon Loin (PP) 2 oz Lemon Garlic Cream Sauce-19 Mashed Potatoes-6 Zucchini & cauliflower- 49(fresh) LS Wheat Bread Peaches</p>	<p>August 11, Friday (2 Compartment Tray) 11 oz. Spinach, White Bean Quinoa Stew-11 Green Beans-21 Whole wheat dinner roll Chocolate Pudding/topping</p>
<p>Cold Choice/Supper 3.5oz Tuna salad Summer Potato Salad-39 Squash Zucchini Red Onion Salad -54 Multigrain bread (2) <u>Supper Dessert:</u> Pears</p>	<p>Cold Choice/Supper 2 oz. Roast Beef 1 oz. Provolone Cheese Mayo p/c Lettuce Leaf Potato Salad-29 Spinach Mandarin Orange -38 Italian Dressing Wheat Bread (2) <u>Supper dessert:</u> Diet Vanilla Pudding/Topping</p>	<p>Cold Choice/Supper: 2 oz. Turkey 1 oz. Swiss Cheese Lite Mayo Lettuce Leaf Beet Salad-4 Macaroni salad-22 LS Multigrain bread (2) <u>Supper Dessert:</u> Fresh Fruit (Orange)</p>	<p>Cold Choice/Supper: 3.5 oz Egg Salad over Tossed Garden Salad Italian Dressing Garden Shell Pasta Salad-27 Snack Loaf Muffin (PP) <u>Supper dessert:</u> Lorna Doones</p>	<p>Cold Choice/Supper: 3.5 oz. Curry Chicken Salad-16 Lettuce leaf Orzo vegetable salad-23 Cole slaw-10 Multigrain bread (2) <u>Supper Dessert:</u> Mixed Fruit</p>

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<p>August 14, Monday Potato Crunch Fish (PP) Lemon Wedge Red Bliss potatoes Peas LS Wheat Bread Peaches</p>	<p>August 15, Tuesday (2 compartment tray) 8 oz. Lentil stew-7 (cheese sent on side to cong.) Green Beans Wheat Roll Vanilla Pudding/Topping</p>	<p>August 16, Wednesday Summer Special (2 compartment tray) BBQ Chicken 4 oz. Macaroni and Cheese-5 Cole Slaw (in cold pack) Corn bread Loaf Watermelon slice or cubes</p>	<p>August 17, Thursday (2 compartment tray) Raviolis (3 Jumbo/4 large) 3 oz. Tomato Sauce Brussels Sprouts Cupcake</p>	<p>August 18, Friday Pot Roast Burgundy-1 Mashed Potatoes Jardiniere Veg-50 (zuc, carrots, cauli, lima beans, gr beans, peas) Dinner Roll Fresh Fruit</p>
<p>3.5 oz. Egg Salad Potato Salad-29 Squash, Zucchini, Red Onion Salad-54 LS Wheat Bread (2) <u>Supper Dessert:</u> Diet Tapioca Pudding/topping</p>	<p>Cold Choice/Supper: 3.5 oz. Chicken Salad-6 Lettuce Leaf Root Vegetable Salad-48 Barley Raisin Salad-56 Multigrain bread (2) <u>Supper Dessert:</u> Lorna Doones</p>	<p>Cold Choice/Supper: 3.5 oz Tuna Salad Lettuce Leaf Sweet Potato Salad-57 Zucchini Salad-49 LS Wheat Bread (2) <u>Supper Desert:</u> Fresh Fruit (orange)</p>	<p>Cold Choice/Supper: 2 oz. Turkey 1 oz. Swiss cheese Lite Mayo pc Lettuce Leaf Balsamic Pasta Salad-2 Cole Slaw-10 Multigrain Bread (2) <u>Supper Dessert:</u> Mixed fruit</p>	<p>Cold Choice/Supper: 2 oz. LS Ham 1 oz Swiss Cheese Mustard Lettuce Leaf Broccoli Slaw-47 Summer Potato Salad-39 LS Wheat Bread (2) <u>Supper Dessert:</u> Peaches</p>

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<p>August 21, Monday (2 Compartment Tray) Chicken with Sauté Vegetables-52 Jasmine Coconut rice-12 Snack n Loaf PP Pears</p>	<p>August 22, Tuesday (2 compartment tray) Lasagna PP 3 oz. tomato sauce 1 chicken meatball PP Green Beans LS Wheat Bread Fig Bar</p>	<p>August 23, Wednesday Breaded Fish Sandwich (WG Alaskan Pollock) (PP) 1oz Cheddar Cheese (inside hamburger roll) Tartar Sauce Whipped Sweet Potatoes-42 Tuscany Blend Vegetables (Celery, carrots, green beans, cauliflower--fresh) Hamburger Roll Pineapples</p>	<p>August 24, Thursday Roast Turkey With Gravy Mashed Potatoes Fiesta blend vegetables-17 (fresh broccoli) LS Wheat Bread Cranberry Sauce Mixed Fruit</p>	<p>August 25, Friday (2 compartment tray) Pot Roast Stroganoff-35 Over Noodles Brussels Sprouts LS Whole Wheat Bread Tapioca Pudding/Topping</p>
<p>Cold choice/Supper: 3.5 oz. Tuna Salad Summer Potato Salad-39 Summer Squash-40 Wheat Bread (2) <u>Supper Dessert:</u> Lorna Doones</p>	<p>Cold Choice/Supper: 3.5 oz. Egg Salad Lettuce Leaf English Pea Salad-14 Cauliflower Carrot Salad-9 LS Multigrain bread (2) <u>Supper Dessert:</u> Diet Chocolate Pudding/Topping</p>	<p>Cold Choice/Supper: 3.5 oz. California Chicken Salad Lettuce Leaf Cole Slaw-10 Balsamic Vinaigrette Pasta Salad-2 LS Wheat Bread (2) <u>Supper Dessert:</u> Peaches</p>	<p>Cold Choice/Supper: 2oz Roast Beef 1 oz Provolone cheese Mayo p/c Lettuce Leaf Beet Salad-4 Potato Salad-29 LS Wheat Bread (2) <u>Supper Dessert:</u> Mandarin Oranges</p>	<p>Cold Choice/Supper: 2 oz. Turkey 1 oz. Swiss cheese Mayo p/c Lettuce leaf Tossed Salad-44 Lite Italian Dressing Italian Pasta Salad-19 Multigrain bread (2) <u>Supper Dessert:</u> Fresh Fruit (orange)</p>

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<p>August 28, Monday WG Chicken Bites (4 each) (PP 37518) Roasted potatoes with red peppers & onions-49 Zucchini (fresh) Wheat dinner roll Vanilla Pudding/Topping</p>	<p>August 29, Tuesday Fish, Mediterranean-14 (Cod PP) Buttered seasoned orzo-35 Broccoli & Cauliflower-1(fresh) Tossed Garden Salad-44(in cold pack) Lite Italian Dressing Whole Wheat Roll Oatmeal Raisin Cookie</p>	<p>August 30, Wednesday (2 compartment tray) Hot Dog Old Neighborhood –(PP) Cole Slaw-10 (in cold pack) Baked Beans LS Hot Dog Roll Ketchup, Mustard, Relish Fresh Fruit</p> <p><u>Deliver MVES holiday meals 20 count #29766 (chicken w/gravy)</u></p>	<p>August 31, Thursday Meatloaf w/Gravy-17 Mashed Potatoes Carrots Wheat Dinner Roll Mixed Fruit</p>	<p>September 1, Friday (2 compartment tray) 9 oz Baked Ziti-3 3oz tomato sauce, 1 chicken meatball Green Beans Whole Wheat Bread Peaches</p> <p><u>Deliver Springwell holiday meal #29766 (chicken w/gravy)</u></p>
<p>Cold Choice/supper: 3.5oz Egg Salad Macaroni Salad-22 Root Vegetable Salad-48 LS Multigrain Bread (2) <u>Supper Desserts:</u> Mixed Fruit</p>	<p>Cold Choice/supper: 3.5 oz. Chicken Salad Lettuce leaf Balsamic Viniagrette Pasta salad-2 Spinach Mandarin Orange Salad-55 LS Wheat Bread (2) <u>Supper Dessert:</u> Peaches</p>	<p>Cold Choice/Supper: Vegetarian Chef Salad-5 Lite Italian Dressing Italian Pasta Salad-19 LS Wheat Dinner Roll Margarine <u>Supper Dessert:</u> Mandarin oranges</p>	<p>Cold Choice/Supper: 2 oz. Turkey 1 oz. Swiss Cheese Lite Mayo Lettuce Leaf Potato Salad-29 Squash, Zucchini, Red Onion Salad-54 Multigrain Bread (2) <u>Supper Dessert:</u> Diet Chocolate Pudding/Topping</p>	<p>Cold Choice/Supper: 2 oz. Roast Beef 1 oz. Provolone Cheese Lite Mayo Lettuce Leaf English Pea Salad Tossed Garden Salad-44 Lite Italian Dressing LS Wheat Bread (2) <u>Supper Dessert:</u> Fresh Fruit</p>

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