



OFFICE OF COUNTY MAYOR GLENN JACOBS

Procurement Division, 1000 N. Central Street, Suite 100, Knoxville, TN 37917

Knox County Procurement Division Addendum I to Invitation for Bid No. 2789 Quick Service Meals

Addendum Date: February 26, 2019

Buyer: Heather Whitehead

Closing Date: March 14, 2019 @ 2:00 PM

Total Page(s): Two (2) Pages

The following is to be amended:

Delete:

Page 16- Attachment D (Criminal History Affidavit)

Add:

Page 16- Attachment C (Criminal History Affidavit)

The following is for clarification:

Q1: Can you provide further clarification regarding what goods/services are being requested?

A1: Several departments within Knox County have a need for catered quick service meals for events like lunches at trainings and jury meals. There are two schedule options outlined in the bid: carry-out and delivery. We are asking that vendors submit their menu(s) with a percentage off discount, if applicable. A zero percent off submittal will be considered for a contract. Attachment A asks vendors to outline pricing and availability for each location offered. If delivery is an option, there is a place to note any restrictions. For instance, if you will only deliver within a 5 mile radius of your location, please note that limitation in this section. Delivery is not a requirement, nor is delivery to the City-County Building. Although some events may necessitate delivery to the City-County Building, if that is not an option offered by your company, you could still be used in other scenarios.

Section 1.5 and 1.16 allow Knox County to make a multiple award if that is deemed to be in the best interest of Knox County. Although it cannot be predicted exactly how this will be awarded, Knox County may be best served to enter into contracts with various food service providers so please submit a response if any of the options outlined in the bid can be accommodated by your company.

Q1: Where are deliveries? To each school or to a main facility?

A1: Delivery locations will vary. It is anticipated that deliveries will be made to the Sarah Simpson Center, but there could be deliveries to any Knox County School or Knox County facility. Vendors should note any delivery restrictions in their response.



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Q2: What is the range of numbers possible?

A2: Unknown. Numbers will vary.

Q3: Are there standard times or days of the week that service might be needed? Is this for weekdays only or is service sometimes on Saturday and/or Sunday?

A3: The majority of the meals are needed on weekdays. However, there could be an occasional weekend need.

Q4: Is china and stainless ever used or is this always just a drop off with disposable items?

A4: It is anticipated that only disposable items will be needed.

End of Addendum I.

Addendum must be acknowledged in Section V of your response.

A handwritten signature in black ink, appearing to read 'Heather Whitehead'.

Heather Whitehead

Knox County Procurement

**ATTACHMENT C
KNOX COUNTY PROCUREMENT DIVISION
AFFIDAVIT OF COMPLIANCE WITH TENNESSEE CRIMINAL HISTORY RECORDS CHECK
INVITATION FOR BID NUMBER 2789**

**AFFIDAVIT OF COMPLIANCE
WITH
TENNESSEE CRIMINAL HISTORY RECORDS CHECK
TENNESSEE CODE ANNOTATED, SECTION 49-5-413**

(To be submitted with bid by contractor)

I, _____, president or other principal

Officer of _____, swear or affirm that the
Name of Company

Company is in compliance with Public Chapter 587 of 2007, codified at Tennessee Code Annotated 49-5-413, in effect at the time of this bid submission at least to the extent required of governmental entities. I further swear or affirm that the company is in compliance with Tennessee Code Annotated, § 49-5-413.

President or Principal Officer

For: _____
Name of Company

STATE OF TENNESSEE}
COUNTY OF _____ }

Subscribed and sworn before me by _____,

President or principal officer of _____,

On this _____ day of _____ 2_____.

Notary Public

My Commission expires: _____