

COUNTY OF BERKS

Purchasing Department

Berks County Services Center, 633 Court Street, Reading, PA 19601

Tel: 610-478-6168 Fax: 610-898-7404

George Rodrigues, Director of Contracts and Procurement

NOTICE TO PROPOSERS

Addendum #4 - Issued on January 13, 2026

Re: Request for Proposal #25-18-SKMZ –Congregate and Home Delivered Meals

<p>This Addendum should consist of a total of 2 pages. If you have not received this Addendum in its entirety, please contact the County of Berks Purchasing Department at (610) 478-6168.</p>
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The County hereby amends the above noted Request for Proposal (RFP) as indicated herein. All other details of the RFP remain unchanged. **Language that is underlined denotes that which has been added. Language that has been stricken denotes that which is hereby removed.**

Following is a list of questions asked at the pre-proposal conference or submitted in writing and the County's response to each question. **The responses to these questions form an integral part of the RFP package and these responses may alter a Proposer's responsibilities in submitting a proposal.** Where conflict exists between these responses and information in the original RFP package, the responses shall prevail.

Should you have any questions regarding this Addendum, please contact Stephanie Kofke, Contract Manager, via phone at (610) 478-6168 ext. 6279 or via email at skofke@berkspa.gov.

Where conflict exists between these responses and information in the original RFP package, the responses shall prevail.

Question 1:

Q1: Is the Proposer responsible for delivering the Home Delivered Meals directly to the recipient? Can an alternative model of delivery be proposed and still include using the current resources?

A1: Section 4.5.2. allows for proposers to bid to distribute frozen or cold meals one (1) to five (5) days per week to up to seven (7) of the senior centers in Berks County or they may propose to deliver meals directly to the consumer. If meals will be distributed to senior centers, there is currently a system in place that volunteers will pick up meals at each senior center and deliver them to the consumer's door. This volunteer system will remain in place as long as this model is not changed to a direct to consumer model as stated in 4.5.2.2.5.

Question 2:

Q2: What is the expected split of frozen vs. hot/chilled HDMs (if any) by site?

A2: We expect that a senior center that receives home delivered meals from a vendor will receive all of the same. For example, all frozen or all cold home delivered meals. The only way in which a "hot" meal would be delivered is if the

vendor is awarded a contract for both congregate and home delivered meals to a center(s).

Question 3:

Q3: Do senior centers have adequate freezer capacity for holding multi-day deliveries?

A3: The expectation is that meals will be distributed as they are received.

Question 4:

Q4: Will frozen HDM menus need to follow DRI or Meal pattern requirements.

A4: Menus must follow a Traditional Menu Pattern or Food Based Menu model as outlined under 4.5.8.7. and 4.5.8.8. and Attachments I & J.