

# COUNTY OF BERKS

## Purchasing Department

Berks County Services Center, 633 Court Street, Reading, PA 19601  
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*George Rodrigues, Director of Contracts and Procurement*

### NOTICE TO PROPOSERS

#### Addendum #2 - Issued on January 7, 2026

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

This Addendum should consist of a total of 5 pages. If you have not received this Addendum in its entirety, please contact the County of Berks Purchasing Department at (610) 478-6168.

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](mailto:skofke@berkspa.gov).

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

#### Question 1:

**Q1: Who is responsible for maintenance on existing equipment that is not owned by the awarded vendor?**

**A1: The senior center that owns the equipment is responsible for maintenance.**

#### Question 2:

**Q2: What is the preference for Home-Delivered Meals?**

**A2: The County's preference is outlined in 4.5.2.**

#### Question 3:

**Q3: How many current routes are there for home delivery and how many people are on those routes?**

**A3: Boyertown has 7 routes with 91 people; Douglassville has 4 routes with 55 people; Fleetwood has 4 routes with 51 people; Mifflin has 13 routes with 124**

**people; Strausstown has 5 routes with 73 people; Wernersville has 3 routes with 37 people; Reading has 21 routes with 223 people.**

**Clarification 1:**

In regard to how vendors are providing meals to the centers and via home-delivery, Vendors are currently taking “hot” meals in bulk pans 5 days per week to each of their designated senior centers. At the senior center, volunteers pack the meals into trays and place the trays in insulated bags to be picked up by other volunteers to be delivered to the consumer. The Center at Spring Street (Boyertown) is the exception to the food being delivered in bulk pans since that food is being made onsite.

**Clarification 2:**

There is no performance or bid bond required for this RFP.