

# COUNTY OF BERKS

## Purchasing Department

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

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

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*Kelly A. Laubach, CPPB, Director of Contracts and Procurement*

### NOTICE TO BIDDERS

#### Amendment # 1 Issued on February 21, 2024

#### Re: Invitation to Bid # – 24-04-NC

<p>This Amendment should consist of a total of 6 pages. If you have not received this Amendment 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 Invitation to Bid (ITB) as indicated herein. All other details of the ITB remain unchanged. Language that is underlined and bold denotes that which has been added. Language that has been stricken denotes that which is hereby removed.

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

#### **Clarification 1:**

Attachment A - Bid Form, Quoted Pricing Table. Bid Form is hereby amended to reflect changes to remove from the quoted pricing, table. Bidders should submit this Bid Form when submitting bids.

#### **Clarification 2:**

Attachment L Price Schedule is hereby amended to reflect changes to remove lines. The Electronic version and the hard copy of Attachment L Price Schedule Amendment 1 is available on the County of Berks website under the Purchasing Department page at: <https://www.berkspa.gov/departments/purchasing/itb-rfp>. Bidders should submit this Bid Form when submitting bids.

Should you have any questions regarding this Amendment, please contact Nora Corona, buyer, via phone at (610) 478-6168 ext. 6272 or via email at [ncorona@berkspa.gov](mailto:ncorona@berkspa.gov)

**Amendment #1**  
**ATTACHMENT A**  
**BID FORM**

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**ITB #24-04-NC Food Provisions, Produce**

**Important note to Bidders:** It is essential that the submitted Bid complies with all of the requirements contained in Section One, Part Three of the ITB.

**This Bid is submitted to:** County of Berks  
c/o Berks County Controller  
Berks County Services Center  
633 Court Street, 12<sup>th</sup> Floor  
Reading, PA 19601

**This Bid is submitted on** \_\_\_\_\_, 20\_\_\_\_.  
**This Bid is valid for sixty (60) days from the date of Bid Opening.**

**This Bid is submitted by:**

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Main Telephone: \_\_\_\_\_ Main Fax: \_\_\_\_\_

*Communications and questions concerning this Bid are to be directed to:*

Contact Name / Title: \_\_\_\_\_

Contact Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact Email: \_\_\_\_\_

*In the event our company is awarded the Agreement as a result of the ITB and this Bid, the following individual will serve as project liaison/manager:*

Name / Title: \_\_\_\_\_

Office Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Receipt of Amendments (if applicable)**

In submitting this Bid, Bidder represents that they have received and examined the following ITB Amendments:

Amendment #\_\_\_\_ Amendment #\_\_\_\_ Amendment #\_\_\_\_ Amendment #\_\_\_\_

**Amendment #1**  
**ATTACHMENT A**  
**BID FORM**

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**Checklist - Attachments to Bid Form**

The following documents are attached to and made a part of this Bid (check all that apply):

- Piggyback Form – ITB Attachment B
- Non-collusion Affidavit – ITB Attachment C
- Reference Form – ITB Attachment D
- Sample Certificate of Insurance
- Worker Protection and Investment Certification Form BOP 2201 - ITB Attachment K

Samples (check as applicable)

- Are included with this Bid package
- Were submitted in a separate package

**Delivery Schedule**

Mode of transport (check all that apply):

- common carrier
- package express (i.e. UPS, RPS, etc.)
- in-house fleet
- other \_\_\_\_\_

**Payment**

Will you accept a Credit Card to pay the invoice(s) for this Agreement? Yes \_\_\_\_\_ No \_\_\_\_\_

Will you offer a discount for using a Credit Card? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what discount will you offer? \_\_\_\_\_%

**Quoted Pricing**

Unless items or services are specifically excluded in the Bid, the County shall deem the Bid to be complete and shall not be charged any costs above and beyond the Bid amount. The successful Bidder shall bill at actual usage quantities. Deducts/Adds shall be made at quoted unit prices.

Prices as bid herein shall remain valid throughout the entire term of the Agreement. The estimated quantity is provided for purposes of comparing Bids. It is no guarantee for the procurement of any certain quantity or quantities of Goods and Services. The County reserves the right to order more or less Goods and Services throughout the entire term of the Agreement and the Bidder agrees to supply all Goods and Services requisitioned by the County through a Purchase Order at these Bid prices throughout the entire term of the Agreement.

Attachment L, Price Schedule, Produce, Price Schedule, Produce, Jail System Lines 1 through <del>25</del> <b>23</b>	\$
Attachment L, Price Schedule, Produce, Price Schedule, Produce, Berks Heim, 1H through <del>33</del> H <b>32</b>	\$
Total bid Price FOB destination (Sum: Subtotals of each department)	\$

Unit prices being quoted on Attachment L, Price Schedule submitted in response to ITB #24-04-NC should be for Thursday, May 2, 2024.

**Amendment #1**  
**ATTACHMENT A**  
**BID FORM**

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**Authorized Signature of Bidder**

The Bid Form must be signed by an individual with actual authority to bind the company.

Company Type (check one):

Sole Proprietorship       Partnership       Corporation

**Bidder attests that:**

(1) they have thoroughly reviewed the County's Invitation to Bid #24-04-NC and that this Bid is submitted in accordance with the ITB requirements; and

(2) they have visited and are familiar with the site facilities, site conditions, the pertinent state and local codes, state of labor and material markets, and has made do allowance in the Bid for all contingencies or conditions.

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
FEDERAL ID#

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
PO BOX

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP

\_\_\_\_\_  
TELEPHONE #

\_\_\_\_\_  
FAX #

\_\_\_\_\_  
SIGNATURE (\*\*see note below)

\_\_\_\_\_  
SIGNATORY'S NAME (printed)

\_\_\_\_\_  
SIGNATORY'S TITLE (printed)

\_\_\_\_\_  
WITNESS'S SIGNATURE (\*\*see note below)

\_\_\_\_\_  
WITNESS'S NAME (printed)

\_\_\_\_\_  
WITNESS'S TITLE (printed)

**\*\*For Corporations: The Bid must be signed by the President or Vice President and the signature must be attested by the Corporate Secretary or Treasurer. If any employee other than the President or Vice President signs on behalf of the corporation, or if the President's or Vice President's signature is not attested to by the Corporate Secretary or Treasurer, a copy of the corporate resolution authorizing said signature(s) must be attached to this Bid. Failure to attach a copy of the appropriate authorization, if required, may result in rejection of the Bid.**

**Amendment #1**  
**ATTACHMENT L**  
**PRICE SCHEDULE, PRODUCE**

(A) Line	(B) Est. 12 month Qty	(C) Est. 1 Week Qty	(D) Monday Delivery Quantities	(E) Thursday Delivery Quantities	(F) Item Description	(G) Commodity Code	(H) Weight ranges	(I) Smallest Unit of Measure	(J) Unit Price for Comparison Purposes	(K) UOM	(L) Bidder's Unit Purchase Price per UOM	(M) Extended Price (C*L)
Berks County Jail System												
<u>1</u>	778	15			Apple, sliced	390.28	20lb	pound		case		\$0.00
<u>2</u>	2	1			Bananas	390.28	40lb	pound		case		\$0.00
<u>3</u>	83	2			Broccoli crowns	390.84	20lb	pound		case		\$0.00
<u>4</u>	1	1			Cabbage, Shredded Slaw	390.84	4-5lb	pound		case		\$0.00
<u>5</u>	6	1			Cabbage, whole head, green	390.84	50lb	pound		case		\$0.00
<u>6</u>	6	1			Cantelope, 9 to 12ct	390.28	approx 40lb	pound		case		\$0.00
<u>7</u>	571	11			Carrot shortcut, baby 30/1	390.84	30lb	pound		case		\$0.00
<u>8</u>	5	1			Cauliflower, 12 ct	390.84	approx 2lb	pound		case		\$0.00
<u>9</u>	3	1			Celery, 30 ct	390.84	pound	pound		case		\$0.00
<del>10</del>	<del>37</del>	<del>1</del>			<del>Cottage cheese</del>	<del>390.07</del>	<del>each</del>	<del>each</del>		<del>each</del>		<del>\$0.00</del>
<u>11-10</u>	6	1			Cucumbers, 1/9 bu	390.84	approx 11oz	ounce		case		\$0.00
<del>12-11</del>	<del>4</del>	<del>1</del>			<del>Fruit , tray with dip</del>	<del>390.28</del>	<del>each</del>	<del>each</del>		<del>each</del>		<del>\$0.00</del>
<del>13-12</del>	<del>4</del>	<del>1</del>			<del>Grapes, seedless, red</del>	<del>390.28</del>	<del>18-19lbs</del>	<del>pound</del>		<del>case</del>		<del>\$0.00</del>
<u>14-13</u>	90	2			Green peppers	390.84	21lb	pound		case		\$0.00
<del>15-14</del>	<del>2</del>	<del>1</del>			<del>Honeydew, 5 to 6ct</del>	<del>390.28</del>	<del>approx 30lbs</del>	<del>pound</del>		<del>case</del>		<del>\$0.00</del>
<del>16</del>	<del>252</del>	<del>5</del>			<del>Lactaid, 1%, 8 oz</del>	<del>380.75</del>	<del>each</del>	<del>each</del>		<del>each</del>		<del>\$0.00</del>
<del>17-15</del>	<del>94</del>	<del>2</del>			<del>Onions, cooking</del>	<del>390.84</del>	<del>50lb</del>	<del>pound</del>		<del>case</del>		<del>\$0.00</del>
<del>18-16</del>	<del>442</del>	<del>9</del>			<del>Oranges, valencia, 113ct</del>	<del>390.28</del>	<del>approx 120 grams per orange</del>	<del>grams</del>		<del>case</del>		<del>\$0.00</del>
<del>19-17</del>	<del>9</del>	<del>1</del>			<del>Potatoes, Idaho, 100 ct</del>	<del>390.84</del>	<del>approx 6.5oz per potato</del>	<del>ounce</del>		<del>case</del>		<del>\$0.00</del>
<del>20-18</del>	<del>1</del>	<del>1</del>			<del>Radishes, 30/6oz</del>	<del>390.84</del>	<del>6oz per 30 radishes</del>	<del>ounce</del>		<del>case</del>		<del>\$0.00</del>
<u>21-19</u>	892	17			Salad mix, iceberg base,	390.68	4-5lb	pound		case		\$0.00
<u>22-20</u>	6	1			Tomatoes, 6x6,	390.84	25lbs	pound		case		\$0.00
<u>23-21</u>	82	2			Tomatoes, Cherry, 12 pint	390.84	approx 10 oz per pint	ounce		case		\$0.00
<u>24-22</u>	4	1			Vegetable, tray with dip	390.84	each	each		each		\$0.00
<u>25-23</u>	8	1			Watermelon, Seedless	390.28	8-12lb	pound		each		\$0.00
TOTAL Berks County Jail System												\$0.00

**Amendment #1**  
ATTACHMENT L  
PRICE SCHEDULE, PRODUCE

(A) Line	(B) Est. 12 month Qty	(C) Est. 1 Week Qty	(D) Monday Delivery Quantities	(E) Thursday Delivery Quantities	(F) Item Description	(G) Commodity Code	(H) Weight ranges	(I) Smallest Unit of Measure	(J) Unit Price for Comparison Purposes	(K) UOM	(L) Bidder's Unit Purchase Price per UOM	(M) Extended Price (C*L)
Berks County Heim												
1H	5	1			Apples, red delicious, 6pk	390.28	70-100 grams	grams		pack		\$0.00
2H	194	4			Bananas, petite, 150ct	390.28	approx 40lb	pound		case		\$0.00
3H	145	3			Cabbage, shredded, green	390.84	5lb	pound		pound		\$0.00
4H	10	1			Cantelope, 9 to 12ct	390.28	approx 40lb	pound		case		\$0.00
5H	1305	25			Celery, diced	390.84	5lb	pound		pound		\$0.00
6H	1550	30			Cole slaw, fine diced	390.84	5lb	pound		pound		\$0.00
7H	628	12			Cucumbers, regular	390.84	approx 11oz per cucumber	ounce		pound		\$0.00
8H	1	1			Fruit, bananas	390.28	case	case		case		\$0.00
9H	10	1			Fruit/fresh - watermelon	390.28	each	each		each		\$0.00
10H	40	1			Grapes, seedless, red	390.28	18-19lbs	pound		case		\$0.00
11H	4	1			Green Peppers, Sliced	390.84	1lb	pound		pound		\$0.00
12H	4	1			Honeydew, 5 to 6ct	390.28	approx 30lbs	pound		case		\$0.00
13H	1	1			Leaf Lettuce, 24ct	390.84	24ct	each		each		\$0.00
14H	32	1			Lemons	390.84	3-4 oz per lemon	ounce		each		\$0.00
15H	77	1			Lettuce, head, iceberg / cleaned and trimmed, 6 ct	390.84	approx 16 oz per head	ounce		each		\$0.00
16H	102	2			Lettuce, head, shredded	390.84	5lb	pound		case		\$0.00
<del>17H</del>	<del>252</del>	<del>5</del>			<del>Lactaid, 1%, 8 oz</del>	<del>380.75</del>	<del>each</del>	<del>each</del>		<del>each</del>		<del>\$0.00</del>
<del>18H-17H</del>	5	1			Onion, red whole	390.84	5lb	pound		case		\$0.00
<del>19H-18H</del>	10	1			Onion, red diced	390.84	5lb	pound		case		\$0.00
<del>20H-19H</del>	3250	63			Onions, diced, yellow	390.84	5lb	pound		pound		\$0.00
<del>21H-20H</del>	24	1			Oranges (not by case)(Heim)	390.28	each	each		each		\$0.00
<del>22H-21H</del>	2	1			Oranges, dozen(Heim)	390.28	case	case		case		\$0.00
<del>23H-22H</del>	1	1			Parsely, bunch, 60ct	390.84	2oz per bunch	ounce		case		\$0.00
<del>24H-23H</del>	540	10			Potatoes, peeled diced	390.84	30lb	pound		pound		\$0.00
<del>25H-24H</del>	1050	20			Potatoes, peeled sliced	390.84	30lb	pound		pound		\$0.00
<del>26H-25H</del>	2025	39			Potatoes, Idaho, 100 ct	390.84	approx 6.5oz per potato	ounce		each		\$0.00
<del>27H-26H</del>	4	1			Strawberries, Flat (Heim)	390.28	case	case		case		\$0.00
<del>28H-27H</del>	3	1			Tomatoes, whole 6x6	390.84	20lb	pound		case		\$0.00
<del>29H-28H</del>	715	14			Tomatoes, sliced, (minimum 5lb)(Heim)	390.84	10lb	pound		pound		\$0.00
<del>30H-29H</del>	400	8			Tomatoes, diced	390.84	10lb	pound		pack		\$0.00
<del>31H-30H</del>	140	3			Vegetable, onion diced	390.84	10lb	pound		pound		\$0.00
<del>32H-31H</del>	60	1			Vegetable, sliced potatoes	390.84	10lb	pound		pound		\$0.00
<del>33H-32H</del>	42	1			Watermelon, Seedless	390.28	8-12lb	pound		each		\$0.00
TOTAL Berks County Heim												\$0.00
Total Bid Price FOB Destination(Sum: items 1 through <del>25-23</del> ; 1H through <del>33H-32</del> )												\$0.00