



CLEVELAND  
METROPOLITAN  
SCHOOL DISTRICT

Purchasing Division  
1111 Superior Avenue E, Suite 1800  
Cleveland, Ohio 44114  
Ph: (216)-838-0410 Fax: (216)-436-5118

To: All Vendors

From: M. Angela Foraker *MRF / MAF*  
Executive Director of Purchasing

Date: November 29, 2017

Re: RFP #21235 Providing a School Nutrition Management Software Solution – **ADDENDUM 3**

*Below is **Addendum #3** for RFP #21235. This addendum supplements and amends the items in the Specifications. This addendum must be noted on the Addendum Acknowledgement Form found on page 9 of the RFP. Failing to acknowledge this Addendum on the Addendum Acknowledgement Form may cause the proposal to be rejected.*

This Addendum #3 reflects changes made to the RFP. Below you will find the specific edits to the RFP Specifications.

Please print and review the revised specifications that are uploaded to the CMSD Bid Site located at [clevelandmetroschools.org/purchasing](http://clevelandmetroschools.org/purchasing).

## RFP 21235 Edits

| Page            | Section  | Added/Removed                           | Description   |           |         |          |              |                            |  |   |   |                                     |                               |
|-----------------|--|---|---|-----------|---------|----------|--------------|----------------------------|--|---|---|-------------------------------------|-------------------------------|
| 60              | 2.a  | Removed                                 | "It is the vendor's responsibility in their proposal to outline which modules are implemented in what order and the logic for that sequence."   |           |         |          |              |                            |  |   |   |                                     |                               |
| 60              | 2.a  | Removed                                 | <table><tr><th>PRE-PHASE</th><th>PHASE I</th><th>PHASE II</th></tr><tr><td>January 2018</td><td>February 2018 – March 2018</td><td>April 2018 – July 2018</td></tr><tr><td rowspan="2">Discovery phase</td><td>Central Office &amp; Warehouse: Menu Planning &amp; Nutritional Analysis, Inventory, Ordering, Accountability and Reporting</td><td rowspan="2">Point of Sale in Elementary Schools</td></tr><tr><td>Point of Sale in High Schools</td></tr></table> | PRE-PHASE | PHASE I | PHASE II | January 2018 | February 2018 – March 2018 | April 2018 – July 2018   | Discovery phase                         | Central Office & Warehouse: Menu Planning & Nutritional Analysis, Inventory, Ordering, Accountability and Reporting | Point of Sale in Elementary Schools | Point of Sale in High Schools |
| PRE-PHASE       | PHASE I  | PHASE II                                |   |           |         |          |              |                            |  |   |   |                                     |                               |
| January 2018    | February 2018 – March 2018   | April 2018 – July 2018                  |   |           |         |          |              |                            |  |   |   |                                     |                               |
| Discovery phase | Central Office & Warehouse: Menu Planning & Nutritional Analysis, Inventory, Ordering, Accountability and Reporting  | Point of Sale in Elementary Schools     |   |           |         |          |              |                            |  |   |   |                                     |                               |
|                 | Point of Sale in High Schools  |   |   |           |         |          |              |                            |  |   |   |                                     |                               |
| 60              | 2.a  | Added                                   | <table><tr><th>PRE-PHASE</th><th>PHASE I</th><th>PHASE II</th><th>PHASE III</th></tr><tr><td>Discovery phase</td><td>Central Office &amp; Warehouse (Menu Planning &amp; Nutritional Analysis, Inventory, Ordering, Accountability and Reporting)</td><td>High Schools (POS, Ordering, Inventory)</td><td>Elementary Schools (POS, Ordering, Inventory)</td></tr></table>   | PRE-PHASE | PHASE I | PHASE II | PHASE III    | Discovery phase            | Central Office & Warehouse (Menu Planning & Nutritional Analysis, Inventory, Ordering, Accountability and Reporting) | High Schools (POS, Ordering, Inventory) | Elementary Schools (POS, Ordering, Inventory)   |                                     |                               |
| PRE-PHASE       | PHASE I  | PHASE II                                | PHASE III   |           |         |          |              |                            |  |   |   |                                     |                               |
| Discovery phase | Central Office & Warehouse (Menu Planning & Nutritional Analysis, Inventory, Ordering, Accountability and Reporting) | High Schools (POS, Ordering, Inventory) | Elementary Schools (POS, Ordering, Inventory)   |           |         |          |              |                            |  |   |   |                                     |                               |
| 60              | 2.a<br>4 <sup>th</sup> Parag.  | Added                                   | After sentence "Phases are subject to being further divided determinable by the District," this sentence was added "A timeline for the phases above will be determined with the development of the project plan with the vendor." (yellow is what was added)  |           |         |          |              |                            |  |   |   |                                     |                               |
| 60              | 2.a<br>4 <sup>th</sup> Parag.  | Removed                                 | "Dates listed above are high level estimates based on research of similar implementations. These dates are also subject to change during project timeline development at the discretion of the District."   |           |         |          |              |                            |  |   |   |                                     |                               |
| 60              | 2.a<br>5 <sup>th</sup> Parag.  | Removed                                 | "on implementation on FCNS Office, Central Warehouse Facility and all High Schools, and then in subsequent phases of work, expand the solution to all K-8 Schools."   |           |         |          |              |                            |  |   |   |                                     |                               |
| 60              | 2.a<br>5 <sup>th</sup> Parag.  | Added                                   | Added on to sentence "It is critical that the vendor understand that this will be a phased approach with the initial focus of implementation within FCNS Central Office and Central Warehouse Facility, followed by High Schools and then in subsequent phases of work, expand the solution to all K-8 Schools." (yellow is what was added to the sentence)   |           |         |          |              |                            |  |   |   |                                     |                               |
| 68-72           |  | Added                                   | Updated Phase column for all sites to align with updated scope  |           |         |          |              |                            |  |   |   |                                     |                               |
| 73              |  | Added                                   | Appendix AA: Site Detail  |           |         |          |              |                            |  |   |   |                                     |                               |
| 94              | Accountability and Reporting Section   | Removed                                 | "Tracks production by site statistics" row  |           |         |          |              |                            |  |   |   |                                     |                               |

End of Comprehensive Question and Answer List