



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

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DIVISION OF PURCHASES  
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**ADDENDUM # 1**

**December 2, 2019**

**RFQ #7599838**

**TITLE: MILK, MILK PRODUCTS & ICE CREAM**

**BID CLOSING DATE & TIME: DECEMBER 18, 2019 2:00 PM (Eastern Time)**

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**ATTACHED ARE THE VENDOR QUESTIONS WITH STATE RESPONSES.**

**NO FURTHER QUESTIONS WILL BE ANSWERED.**

*Interested Parties should monitor this website on a regular basis, for any additional information that may be posted.*

**Robert DeAngelis**

**Senior Buyer**

The following are the questions received with State responses regarding RFQ #7599838 Milk, Milk Products and Ice Cream:

#### **Vendor A**

I am still not clear on what month to quote prices for the upcoming bid.

Answer:

As stated in the RFQ, "Bids will be based on the Class I Price of the Market Administrator – Boston Regional Marketing Area – Zone 21".

Since the price changes each month, the bid should be based on the month that the bid is opened which would be December.

#### **Vendor B**

##### **FRESH MILK NOTE:**

Bids will be based on the Class I Price of the Market Administrator – Boston Regional Marketing Area – Zone 21

Price may increase or decrease monthly.

- In years past the State of RI provided the monthly MILK PRICE FACTORS which was specific to each Bid Base Month and Rate– can you confirm the change for 2020?

Answer:

The State will again provide monthly Milk Price Factors specific to each Bid Base Month and Rate for the term of this MPA.

Failure of vendor to deliver quantities requested, and on dates specified, will be deemed cause for contract cancellation. Agency will supply 24-hour notice of requirements and delivery dates.

- We require 48-hour notice for orders – can this policy be adhered to?

Answer:

The State can not adhere to this requirement. Agencies will supply 24-hour notice.

#### **MPA 1% ADMINISTRATIVE FEE**

#### **MASTER PRICE AGREEMENT CONTRACT ADMINISTRATIVE FEE**

In 2017 the General Assembly amended the "State Purchases Act", R. I. Gen. Laws § 37-2-12 (b) to authorize the Chief Purchasing Officer to establish, charge and collect from vendors listed on master price agreements ("MPA") a contract administrative fee not to exceed one percent (1%) of the total value of the annual spend against their MPA contracts. All contract administrative fees collected from MPA vendors shall be deposited into a restricted receipt account which shall be used for the purposes of implementing and maintaining an online eProcurement system and other costs related to State procurement. In accordance with this legislative initiative the Division of Purchases is upgrading the State procurement system through the purchase and installation of an eProcurement system.

The contract administrative fee shall be applicable to all purchase orders issued relative to State MPA contracts. Therefore, effective January 1, 2020 all MPA contracts shall be assessed the 1% contract administrative fee.

- Please confirm this fee, as this is new.

Answer:

Yes, this fee is effective for Master Price Agreement purchase orders effective January 1, 2020.