



November 29, 2021

TO: Interested Party

FROM: Susan B. Phillips, CPPB, Purchasing Agent

RE: Solicitation #22-013 Food and Food Related Items
Amendment #1 consisting of 1 page

Caroline County Public Schools (CCPS) **amends** the subject solicitation as follows:

Item No. 1, Title Page (p. 1), Bid Due Date, amended as follows in bold:

Bids are due no later than **11:00 a.m. EST on Tuesday, March 15, 2022**. Sealed bids, labeled with the bid number and title, may be hand-delivered or mailed to: Attention: Susan Phillips, Purchasing Agent, CCPS Support Services Building, 11348 Greensboro Road, Denton, MD 21629. Or you may submit an electronic response, noting the Bid Title in the subject line, to bids@ccpsstaff.org. Faxed bids will not be accepted. The opening is public and will be conducted in Conference Room A at the above address. If CCPS, and/or its district buildings, are closed due to unforeseen circumstances on the day bids are due, bids will be due at the same time on the next day that the CCPS and/or its district buildings are open.

Item No. 2, p. 5, 1. General, 4th paragraph, amended as follows in bold:

There will not be a pre-bid conference. However, Bidders are responsible for understanding this solicitation. To that end, questions must be emailed to phillips.susan@ccpsstaff.org and received by close of business on **Monday, March 7, 2022**. Questions received after this date will be answered only if time permits. *Please note: school districts are closed for a Thanksgiving and Winter Break. A written summary of responses to timely-received questions will be posted on the CCPS website. Oral communications are not binding. All communications shall go through the Purchasing Agent. Contact only the Purchasing Agent identified on the Title Page about this solicitation from its issuance until its award. Information obtained from any other person will not affect the risks or obligations assumed by the bidder or relieve the bidder from fulfilling any of the conditions of the resulting award. Such contact may disqualify the firm from the solicitation process.

Item No. 3, p. 6, 6. Exceptions, 1st paragraph, amended as follows in bold:

It is incumbent upon the bidder to understand the provisions of this bid document. If the bidder is uncertain about the meaning or intent of any part of the RFB or takes any exceptions to the terms and conditions of the RFB, the bidder shall request clarification in writing via email to the Purchasing Agent no later than close of business **Monday, March 7, 2022**. Requests shall include the specific section of the RFB that is being challenged and a full explanation for the exception. Late submission of exceptions will not be considered. Failure to obtain a clarification will be no excuse or justification for non-compliance with the provisions set forth herein.

These are the only changes contemplated by this Amendment #1. All other terms, specifications and general conditions shall remain unchanged.