



LOS LUNAS SCHOOLS
RFP 2024-001-HR
COLD BEVERAGE VENDING SERVICES
AMENDMENT NO. 1
DATE: JUNE 16, 2023

RFP No.: 2024-001-HR

RFP Due: ~~Tuesday, June 27, 2023~~ **Thursday, June 29, 2023**

Time: ~~4:30 PM MDT~~ **2:00 PM MDT**

Where: Los Lunas Schools
Administration Offices
P.O. Drawer 1300 (if mailed)
119 Luna Avenue (if hand-delivered)
Los Lunas, NM 87031

For Additional Information Please Contact:

Heather Rindels, Purchasing Agent
505-866-8259 Phone
505-866-8262 Fax
Email: hrindels@lsschools.net

**COLD BEVERAGE VENDING SERVICES
FOR
LOS LUNAS SCHOOL DISTRICT
RFP NO. 2024-001-HR
RFP Amendment No. 1
June 16, 2023**

The above referenced RFP #2024-001-HR has been amended as follows:

I. Cover Page Proposal Due Date

Now Reads:

PROPOSAL DUE DATE: ~~June 27, 2023~~ **June 29, 2023** TIME: ~~4:30 PM~~ **2:00 PM** (MDT)

II. II. Conditions Governing the Procurement

A. Sequence of Events

ACTION	RESPONSIBILITY	DATE
1. Issue RFP	Procurement Manager (PM)	06/01/23 (Thur)
2. Return of “Acknowledgment of Receipt” Form for Participation List	Potential Offerors (PO)	06/07/23 (Wed)
3. Pre-Proposal Conference (Non-Mandatory)	PM	06/07/23 (Wed) 2:00 PM MDT
4. Deadline to Submit Questions	PM	06/12/23 (Mon) 4:30 PM MDT
5. Response to Written Questions/ RFP Amendments	PM	06/16/23 (Fri) 4:30 PM MDT
6. Submission of Proposal	Offerors	06/27/23 (Tue) 06/29/23 (Thur) 2:00 PM MDT
7. Proposal Evaluation	Evaluation Committee (EC)	07/05/23
8. Notification of Finalists (If desired)	EC	TBD
9. Best & Final Offer (If requested)	Offerors	TBD
10. Oral Presentations (If requested)	Offerors	TBD
11. Price Agreement(s) Negotiations (If needed)	Tentative awardee(s)/School District	TBD
12. Price Agreement(s) Award*	Board of Education*	07/18/23 07/25/23
13. Protest Deadline	Offerors	08/02/2023 08/09/23 4:30 PM MDT

III. Pre-Proposal Conference Questions & Answers

1. Can the RFP submission date be extended 10 days to Friday, July 7th?

No, the deadline cannot be extended to July 7th, however, it will be extended to Thursday, June 29, 2023 at 2:00 PM MDT. See I & II above.

2. Is there a specific number of vending machines LLSD is requesting for each High School and Middle School?

School Site	Soda	Water	Water/Sports Drink Combo	Water/Sports Drink/Juice Combo	Total
Los Lunas High	1			3	4
Los Lunas Middle	1		1		2
Valencia High	1			2	3
Valencia Middle	1	1	1		3

3. Can you provide the number of vending machines currently in place throughout the LLSD?

There are 40 vending machines throughout LLSD.

4. Can you provide the total volume sold through all current beverage vending machines for the school year 2022-2023?

WATER	SODA	JUICE	POWERADE	TOTAL CASES
63	292	14	107	476

5. Our agency does not allow us to use flash drives in our devices. Is there another option for the flash drive portion of the proposal submittal?

No, there is not another option. A flash drive is required.

ACKNOWLEDGEMENT OF AMENDMENT NO. 1

COLD BEVERAGE VENDING SERVICES

Los Lunas Schools RFP 2024-001-HR

In acknowledgment of receipt of this Request for Proposal (RFP) the undersigned agrees that he/she has received a complete copy of the RFP and Amendment No.1 dated 6/16/23

This Acknowledgment of Amendment should be signed and returned with your Proposal on or before June 29, 2023, 2:00 PM MDT

FIRM: _____

REPRESENTED BY: _____ TITLE: _____

E-MAIL ADDRESS: _____

PHONE NO.: _____ FAX NO.: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

SIGNATURE: _____ DATE: _____

Please return to:

Heather Rindels
Los Lunas Schools Buyer
P.O. Drawer 1300 (if mailed)
119 Luna Avenue (if delivered)
Los Lunas, NM 87031
Phone: (505) 866-8259
Fax: (505) 866-8262