

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE OF PAGES

2. AMENDMENT/MODIFICATION NUMBER

3. EFFECTIVE DATE

See Block 16C

4. REQUISITION/PURCHASE REQUISITION NUMBER

5. PROJECT NUMBER (If applicable)

6. ISSUED BY

CODE

United States Department of Agriculture
 Agricultural Marketing Service, Commodity Procurement Staff
 1400 Independence Ave SW
 Room 3522-S, STOP - 0239
 Washington, DC 20250-0239

7. ADMINISTERED BY (If other than Item 6)

CODE

See block 6

8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code)

9A. AMENDMENT OF SOLICITATION NUMBER

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NUMBER

10B. DATED (SEE ITEM 13)

CODE

FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended. is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NUMBER AS DESCRIBED IN ITEM 14.

CHECK ONE

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

(Signature of Contracting Officer)

Previous edition unusable

STANDARD FORM 30 (REV. 11/2016)

Prescribed by GSA FAR (48 CFR) 53.243

Amendment 1

This amendment is ordered to add the following and/or amend the solicitation as follows:

In addition to the already solicited for combination boxes, offerors may submit proposals for individual commodity boxes. The three additional types of boxes allowed will be:

- 1) Fresh Fruit and Vegetable Box
- 2) Meat Box
- 3) Dairy Box (including Fluid Milk)

Specification for these boxes are as follows:

Fresh Fruit and Vegetable Box (F&V):

1. 4-6 lbs. of root vegetables such as potatoes, yams, carrots, onions, etc.
2. 4-6 lbs. of fruits with longer storage life such as stone fruits, citrus, apples, or melons.
3. 1 or 2 leaf or leaf stalk vegetables
4. 1 or 2 locally grown fruit or vegetable items, as available, and if none available, add additional F&V items of vendors choice or increase the fruit or vegetables to meet a minimum F&V weight range.
5. F&V Box must be between 15-20 lbs.

Meat Box:

Meat and Egg or Egg Products content:

- i. 15-18 lbs. of at least 4 different meat and/or egg items that are suitable for individual households.
- ii. Eggs/Egg Products Requirements:
 - a. Shell Eggs consist of the whole intact egg with an unbroken shell, usually sold in cartons. Food safety regulations can vary greatly depending on the type and size of producer. For product safety, shell eggs from an official USDA facility, with registered plant numbers (P- numbers), should be the only product permitted.
 - b. In addition to traditional liquid and powdered items, “egg products” should include ready-to-eat (RTE) items such as hard-boiled eggs, egg patties and omelets. Although this list is not exhaustive, they offer fair representation that eggs are the main focus of the item. These products are subject to Federal food safety oversight (FSIS and/or FDA), including elements of HACCP, good manufacturing practices and a required lethality step to aid in food borne illness mitigation.
- iii. Meat Requirements:
 - a. Meat items must be pre-cooked at an FSIS federal establishment and no more than three pounds of luncheon meat items are permitted.

- b. Meat may be further processed or in its native form. Meat will comprise at least 75 percent of the raw formula with 25% reserved for non-meat ingredients, including (but not limited to): water, binders, spices, breading, sauces, or other flavorings. This finished commodity shall be fully cooked and meet all applicable FSIS regulations and requirements.” Meat must be made of beef, turkey, pork, and chicken.

Dairy Box:

1. 8-12 lbs. of at least 2 dairy items including at least one from group A and one from group B plus the equivalent of 1 - 2 gallons, of milk (2 percent or whole)
2. Total Box Weight including Fluid Milk must be between 17-21 lbs.

Group A	Group B
Cheddar Cheese	Cottage Cheese
Swiss Cheese	Cream Cheese
Pepperjack Cheese	Yogurt
Mozzarella Cheese	Butter
Other hard, semi-firm or semi-soft cheese	Sour Cream

Updates to the Combination Box:

1.1.1 D. (2) (i) – Dairy Content

Group A	Group B
Cheddar Cheese	Cottage Cheese
Swiss Cheese	Cream Cheese
Pepper Jack Cheese	Yogurt
Mozzarella Cheese	Butter
Other hard, semi-firm or semi-soft cheese.	Sour Cream

1.1.1 (d)(3)(i)- Meat and Egg or Egg Products (meat must be pre-cooked) content:

5-6 lbs. of at least 2 pre-cooked frozen or refrigerated meat items. No more than one lb. of lunch meat item is permitted. Lunch meat is defined in 9 CFR 319.260. Meat may be further processed or in its native form. Meat will comprise at least 75 percent of the raw formula with 25% reserved for non-meat ingredients, including (but not limited to): water, binders, spices,

breeding, sauces, or other flavorings. This finished commodity shall be fully cooked and meet all applicable FSIS regulations and requirements. Meat must be made of beef, turkey, pork, and chicken.

Boxes must contain 32 ounces or less of eggs or egg products. Egg products must be 100% eggs excluding minor ingredients related to storage and shelf life.

Shell Eggs consist of the whole intact egg with an unbroken shell, usually sold in cartons. Food safety regulations can vary greatly depending on the type and size of producer. For product safety, shell eggs from an official USDA facility, with registered plant numbers (P- numbers), should be the only product permitted.

In addition to traditional liquid and powdered items, “egg products” should include ready-to-eat (RTE) items such as hard-boiled eggs, egg patties and omelets. Although this list is not exhaustive, they offer fair representation that eggs are the main focus of the item. These products are subject to Federal food safety oversight (FSIS and/or FDA), including elements of HACCP, good manufacturing practices and a required lethality step to aid in food borne illness mitigation.

1.1.1 (d)(1)(ii) - 1 or 2 locally grown fruit or vegetable items, as available, and if none available, add additional items of vendors choice or increase the fruit or vegetables to meet a minimum F&V weight range of 10 to 12lbs. Locally and Regionally Produced Food means food that is raised, produced, aggregated, stored, processed, and distributed in the locality or region where the final product is marketed to consumers, so that the total distance that the product travels between the farm or ranch where the product originates and the point of sale to the end consumer is at most 400 miles, or both the final market and the origin of the product are within the same State, territory, or tribal land.

The Government will review proposals in the following order:

- 1) Proposals for combination boxes
- 2) Proposals for fruit and vegetable boxes, protein boxes, or dairy boxes

Update the Solicitation Number from 12-3J14-20-B-0588 to 12-3J14-20-R-0588.

Louisiana has been removed from the South-East region.

The excel spreadsheet has been updated:

https://www.ams.usda.gov/sites/default/files/media/FFFB_solicitationRound3.xlsx

The last sentence of pg. 40 ‘Submission of BOA proposals must be submitted in accordance with A.3.’ has been removed.

Farmers to Families Food Box

Frequently Asked Questions

Q 1. Will I pick my delivery location, or will you tell me where to deliver?

The Government may choose to utilize the BOA holder's proposed non-profit network. The contracting officer also reserves the right to require delivery to specific delivery destinations (as documented in solicitations upon which BOA holder may offer).

Q 2. Do contracts with non-profits need to be in place prior to submission?

Yes. Offerors must provide a written and signed agreement between themselves and the non-profit (if a subcontracted non-profit is part of the offerors supply chain). At a minimum, the agreement must confirm that a mutually agreed to delivery schedule and approach have been agreed upon. The agreement must explain how the two parties intend to ensure last mile delivery. The intent is not to pass the cost onto the non-profit.

Q 3. What are the payment terms?

The Government will make payment in accordance with the Prompt Payment Act. All invoicing must be done in WBSCM.

Q 4. Does the proposed price hold for the whole 2-year period?

Pricing submitted with your original proposal submission is sample pricing only (see section C.1 and C.2 for pricing). BOA holders will then compete in Step 2 against all other BOA holders and award will be made to the lowest price technically acceptable offer received in Step 2.

Q 5. What do we do if we are still pending approval in S.A.M.?

Offerors are required to be registered in the System for Award management (SAM) at the time of BOA application submission, in accordance with 52.204-7.

Q 6. What is the due date for proposal submission?

The solicitation is currently open and accepting proposals. BOA Agreements will be issued on a rolling basis during an open season until such time as the Government has enough BOA holders per region to adequately meet the Government's requirements. BOA's will have a validity date from Date of Award until August 15, 2022. No BOA Holder solicitation schedule has been made available at this time.

Q 7. My company has never done business with the Federal Government. Am I eligible to bid on this opportunity?

All entities that can meet the requirements of the solicitation are eligible. The solicitation can be accessed at:

https://www.ams.usda.gov/sites/default/files/media/FFFB_solicitationRound3.pdf

Q 8. Will you have set-asides for disadvantaged or small businesses?

Evaluation preferences/set-asides may be given in accordance with FAR part 19 in Step 2 solicitations.

Q 9. What is the minimum requirement for Subcontracting Agreements?

The offeror should clearly articulate the scope of the proposed subcontract. Offeror must provide a written and signed agreement between themselves and the subcontractor proposed.

Q 10. Can you explain why you are giving priority to combination boxes?

Combination boxes have the most nutritional value for families receiving each box and remain the priority for the Government.

Q 11. What is considered a lunch meat?

“Luncheon Meat” is a cured, cooked meat food product made from comminuted meat. Mechanically Separated (Species) may be used in accordance with § 319.6. To facilitate chopping or mixing or to dissolve the usual curing ingredients, water or ice may be used in the preparation of luncheon meat in an amount not to exceed 3 percent of the total ingredients.

Q 12. Does everything have to be contained in a single box?

No, but all required items must be delivered simultaneously. For the purpose of delivery confirmation and invoicing, all the required components are considered a single box, even if delivered simultaneously outside the box.

Q 13. Are raw eggs allowed?

Yes, eggs and egg products are allowed in the boxes.

Q 14. What is the definition of meat products?

Meat may be further processed or in its native form. Meat will comprise at least 75 percent of the raw formula with 25% reserved for non-meat ingredients, including (but not limited to): water, binders, spices, breading, sauces, or other flavorings. This finished commodity shall be fully cooked and meet all applicable FSIS regulations and requirements. Meat must be made of beef, turkey, pork, and chicken.

Q 15. Am I required to be registered in WBSCM ahead of proposal submission?

No. However, upon award of a BOA, all offerors are required to be registered in WBSCM to be eligible to offer pricing and capacity to the Government.

Q 16. Does the weight of the box include the 1 gallon of milk requirement?

Box weight includes the 1 gallon of Whole or 2% milk.

Q 17. What is the effective period of the Blanket Ordering Agreement (BOA)?

The effective period of the resulting agreement(s) will be from date of award to August 15, 2022. The Government will then use these agreements to issue solicitations to eligible BOA holders that are able to deliver within the region(s) for which food boxes are needed.

Q 18. Do food products within the boxes with all labeling requirements on them need to be listed on the outside box?

USDA Foods products must comply with all applicable FDA and USDA labeling requirements and any additional features outlined in the product specifications. See page 9-10 of the solicitation for labeling requirements and further information.

Q 19. Do I have to deliver to every state in the region?

Sample pricing submitted in your proposal should be for an entire region. Offer pricing in step 2 can contain constraints that indicate which states they wish to deliver to as well as the costs associated with delivery to those locations.

Q 20. Can I submit multiple documents in my submission?

No. Offerors must submit a single Adobe pdf document, inclusive of all required elements identified in Section B, in addition to the E. 2 BOA Submission excel Spreadsheet.

Q 21. How do I know if I am or my sub-contractors are PACA compliant?

The agreement holder/contract holder is responsible for ensuring subcontractors are PACA compliant. The Offerors would need to contact the PACA office to determine compliance and requirements.

Q 22. Can I use a meat alternative for the meat requirement?

Meat alternatives are not acceptable as "meat" under this solicitation.

Q 23. Can the Meat Box be 100% Eggs?

No. The solicitation specifies that the box must contain 5-6 lbs. of pre-cooked frozen or refrigerated meat items. No more than 32 ounces of eggs and egg products may be included in the box.

Q 24. For the Excel submission spreadsheet breakdown of the total overall pricing per box. Is this the breakdown of our product costs or invoiced price to USDA?

The price listed in the spreadsheet are prices that will be invoiced to the USDA.

Q 25. Is UHT Milk Acceptable for the 1 Gallon of Milk Requirement?

Yes, UHT is considered of fluid milk for the purpose of the FFFB Program.

Q 26. What are the steps for substituting items if I am awarded?

Substitutions are allowed with notification to the contracting officer. If the item is more expensive, no upward adjustment in price would be granted. If the item is less expensive, the Gov't requires a downward adjustment to price. The offeror is referred to 52.212-4, as addended, for information on contract changes. All boxes must continue to be compliant to the requirements of the solicitation.

Q 27. How should the distributors (offeror) account for costs of forklifts and jacks that may differ between states/locations?

The Government will not make payments to non-profit entities. It is the responsibility of the prime contractor to ensure delivery to the final recipient (i.e. last mile distribution). See information provided in the webinar.

Q 28. Non-Profit Agreements could be possibly hundreds of pages, do you want me to include the entire agreement?

Yes. Agreements with non-profits, if part of the offerors supply chain, are required and should be substantial enough for the Government to ensure that a mutually agreeable delivery schedule and approach have been achieved.

Q 29. What is a household size?

A product size that is commercially available in a retail space for family use. (this would not include sizes intended for use by a wholesaler).

Q 30. Is there any specification regarding product for, blocks, curds, or shreds for dairy products in the two groups?

Products should be compliant to the to the terms provided in solicitation 1.1.1 and must be household size packaging.

Q 31. Do I only have to deliver to opportunity zones?

The BOA holder will propose the non-profit network they may use in the event they are awarded a contract. The proposed non-profits are not required to be in an opportunity zone/deliver to an opportunity zone. However, the Gov't solicitation does state that preference, in BOA Holder only solicitation, may be given to those that distribute within opportunity zones.

Q 32. Who signs for the food box delivery?

Non-profit partners will be required to sign proof of delivery documents certifying that the 'truck to trunk' / 'last mile' distribution took place as required.

Q 33. Are tree nuts allowable under the local produce item?

No. Tree nuts are not allowed.

Q 34. Is pizza sauce or similar processed item an allowable vegetable?

No. Only fresh vegetables are allowed.

Q 35. Is goat cheese allowable under dairy?

Yes.

Q 36. What are additional opportunities for states where only one non-profit organization controls the schedule for all distributions?

Offers are not required to partner with a specific non-profit partner. As long as non-profit entities are compliant to the referenced AMS Document cited in the solicitation, they may be proposed under the FFFB Program.

Q 37. Are fresh cut fruits and vegetables allowed?

Yes- fresh cut fruit and vegetables are allowed in the box.

Q 38. Do non-profits need to be involved if the contractor can handle the product from 'Truck to Trunk'?

Offerors are required to identify and explain the distribution plan for their food boxes; this would include the scope and extent of subcontracts (including any potential non-profit agreements). The prime contractor is solely responsible for ensuring truck to trunk model, last mile delivery and aspects pertaining to means testing.

Q 39. Do I have to reimburse the non-profit for last mile delivery?

The contractor is ultimately responsible for last mile delivery and delivery 'truck to trunk'. Costs should not be passed on to the non-profit. The agreement

between the contractor and non-profit should address how these costs will be handled.

Q 40. Do I need to hold a USDA GAP/GHP Audit?

Suppliers must meet one of the following:

(1) USDA Good Agricultural Practices/Good Handling Practices audit conducted by a USDAAMS auditor.

(2) Global Food Safety Initiative (GFSI) benchmarked certification program audits (GlobalGAP, SQF, Primus GFS, CanadaGAP).

(i) USDA-AMS reserves the right to conduct onsite or remote validation audits of any vendor.

Q 41. Can you provide a definition of what Eggs and Egg Products are allowed in the box?

Egg commodities that are intended for food box inclusion can be summarized into two categories. These are “egg products” and “shell eggs”.

In addition to traditional liquid and powdered items, “egg products” should include ready-to-eat (RTE) items such as hard-boiled eggs, egg patties and omelets. Although this list is not exhaustive, they offer fair representation that lend themselves favorably to this procurement activity. These products are subject to Federal food safety oversight (FSIS and/or FDA), including elements of HACCP, good manufacturing practices and a required lethality step to aid in food borne illness mitigation.

Shell eggs” consist of the whole intact egg with an unbroken shell, usually sold in cartons. Food safety regulations can vary greatly depending on the type and size of producer. To assure product safety, shell eggs from an official USDA facility, with registered plant numbers (P- numbers), should be the only product permitted within the program.

Q 42. Can I provide Fish in the box?

No fish does not meet the requirements of this solicitation.