

1. Are there any specific commodity categories for the SPARC RFP?

All USDA Commodity Categories

2. Page 1 and page 4 of the RFP #PT-600-2022-23 reference the deadline as being Friday, 2/18/2022; however, page 7 (Proposal Response Form) and page 13 checklist of bidder's responses to RFP page 1) reference a deadline of Tuesday, 2, 1, 2022 which deadline is correct?

February 18, 2022, 4:00 p.m. EST is the response due date

3. Page 14 under F., checklist of bidder's responses to RFP (page 2) the last bullet states July 1, 2021, what is the correct date?

July 1, 2022.

4. Are electronic signatures accepted?

Yes

5. Page 7 under A. Proposal Response Form.

- PROPOSAL RESPONSE FORM is not acceptable unless signed by a manufacturer's firm member or an authorized manufacturer's agent. Signature authority may be delegated by a manufacturer to a manufacturer's agent in a letter (sample provided) from the manufacturer substantiating this authority. The manufacturer should e-mail this letter with insufficient time for receipt by SPARC by February 1, 2022, 4:00 p.m. EST.

"The manufacturer should e-mail this letter in sufficient time for receipt by SPARC by February 18, 2022, 4:00 p.m. EST"

6. Page 13 under F. Checklist of Bidder's response to RFP (page1), 3rd bullet
 - Bidder has completed and shall submit all required forms in the specified format by 4:00 p.m., EST, Tuesday, February 1, 2022.

February 18, 2022, 4:00 p.m. EST is the response due date

7. Page 25 under 6. Proposal opening.

- Proposal Opening. The opening will serve only to open and acknowledge each Proposal via email. Price comparisons will not be available until competitive negotiations have been completed and all bids have been submitted to the other consortiums in Michigan. All materials submitted in response to this Request for Proposal must have been received in the form designated by 4:00 p.m. EST, February 1, 2022, at which time they will be opened, and prices placed in an audit format. No award will be made or implied at the proposal opening. Proposals will be evaluated after proposal opening and contracts will be awarded based on award criteria.

February 18, 2022, 4:00 p.m. EST is the response due date

8. Email submission: Is there a size limit as to what the email message can handle or can we send multiple emails if needed? Due to the size of the documents that are required, we may not be able to submit them in one email.
- Is there a Lock Box option to submit the bid or a place to upload the documents? This option was available last year but didn't see anything within the RFP stating this option.

We will provide a Dropbox for use in submission to allow for large files to be transmitted. A link for the Dropbox will be posted on Friday, January 28, 2022.

9. Certifications: There are multiple documents that require a notary, if utilizing an electronic signature, is a notary required?

No notary is required if an electronic signature is used.