



Washington County Health Department

1302 Pennsylvania Avenue, Hagerstown, MD 21742

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RFP 2019-03

Washington County Health Department – Vendor for Mobile Farmer’s Market

Addendum #1

April 22, 2019

To Bidders:

This Addendum is hereby made a part of the contract Documents on which all bids will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of one **(4)** pages.

The following are question and answers from the Pre-Bid Conference dated, April 10, 2019, and from questions that have been submitted.

Question #1: Does the proposal need to be hand delivered?

Answer: Yes, proposal to be hand delivered and will be dated and time stamped.

Question #2: Does the department have a social media presence?

Answer: Yes. The health department has a website and Facebook.

Question #3: Will there be a requirement of the vendor, selected to run the farmers Market, to have a certain number farmer’s participant in the program?

Answer: The vendor will determine the number of farmers that will participate. There is no limit, and the more farmers participating the more availability of produce. The Health Department will only provide, through the grant, advertisement and assistance to the vendor with start-up funds to run the farmers market until October 30, 2019. The

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goal of the program is to have the vendor be self-sustainable as a mobile farmer's market after October 30, 2019.

Question #4: Does the health department know what type of schedule the vendor will have?

Answer: No. The health department would like the vendor to have a regular, preferably weekly schedule

Question #5: Is the mobile farmers market vendor going to work in conjunction with the established farmers market downtown?

Answer: It will be totally up to the vendor if they will work in conjunction with the established market downtown. The health department will rely on the vendor, as the expert, to run the market with the best practice. If the vendor considers working in conjunction with the established farmers market in downtown, then the vendor will arrange and schedule.

Question #6: Is the only stipulation that the vendor must accept WIC, SNAP and Senior Farmers Market program?

Answer: Yes

Question #7: Is the produce to be sold at a reduced price?

Answer: The RFQ states that the vendor must set reasonable prices. The price will be established by the vendor.

Question #8: Will the health department promote the mobile farmers market on their website?

Answer: Yes

Question #9: Is the mobile market limited to just the locations stipulated in the RFQ?

Answer: The health department is not limiting the mobile market to the City of Hagerstown, the vendor can decide, but the main focus will be on the City of Hagerstown downtown area.

Question # 10: Two schools are targeted for the farmer's market in the RFQ, can the program be available to other schools?

Answers: If other schools are interested, they can contact the vendor and the vendor will determine availability to other schools.

Question #11: How does the farmers market perpetuate after this year?

Answer: The goal of the health department is to help the mobile farmers market to be a success so that the vendor will be able to continue on his/her own as a private business, and to continue the service to the downtown Hagerstown area. The health departments sole responsibility, as part of the grant, is to select a vendor, and promote the market through advertising, in an effort to have the vendor continue as a private business after the grant ends.

Question #12: Is the farmer's market only available to WIC, SNAP and Senior Farmer market program:

Answer: Program is not exclusive to low income individuals; anyone may purchase from the farmer's market.

Question #13 What is the public transportation like in Hagerstown?

Answer: County Commuter and taxi. But, the majority of the low income in the targeted area, would be in walking distance.

Question #14: What is the targeted population?

Answer: Approximately 4,000

Question #15: Do you have an estimate of how many qualify for WIC or SNAP?

Answer: The 4,000 was entirely WIC and SNAP

Question #16: What is the WCHD's goal for this project?

Answer: The grant was funded through the Maryland Community Health Resources Commission. The main goal of this grant is to decrease childhood obesity. This grant looks to do this by increasing access to healthy produce and to provide nutrition education and other tools to families. Through access to healthier foods and nutrition knowledge, they can adopt healthy eating habits and the skills to continue to eat healthier foods.

Question #17: **How long does the vendor have to accept WCHD market money vouchers at the Mobile Farmers Market?**

Answer: **Vendor must accept them for 1 year after the contract; however, the WCHD will only be giving out WCHD market money vouchers to community members from May 1, 2019 – October 20, 2019.**

Reminder that the proposal is due no later than Friday, April 26, 2019 at 3:00 p.m.

By Authority of:

A handwritten signature in black ink, appearing to read "D. Triplett", written in a cursive style.

**Daniel Triplett
Administrator**