



SPECIAL ADMINISTRATIVE BOARD OF THE TRANSITIONAL SCHOOL

DISTRICT OF THE CITY OF ST. LOUIS

Purchasing Department
801 North 11th Street
Saint Louis, Missouri 63101

RFP 016-1718 Food Service Management

ADDENDUM No. 1 –QUESTIONS AND ANSWERS

General Information

1. Please provide total a la carte sales for the 2016 – 2017 school year, if any.
Answer: \$201,850.00.
2. Please provide a price list by school type for all schools that sell a la carte food.
Answer: See attachment # 1.
3. Please provide the meal equivalency factor that should be used by all bidders in the preparation of this bid.
Answer: \$3.68.
4. Please provide the completed LEA Site/Building Listing – General Data listed as page 7 in the RFP.
Answer: See the attachment #2.
5. Please confirm that the high schools and middle schools are only served a grab and go breakfast.
Answer: The middle and high schools serve both; the traditional and Grab and Go Breakfast Program.
6. Will the district be receiving any FFVP grants? If so, how much?
Answer: Yes, we have FFVP, \$668,700.00.

Meal Information:

7. Please provide the average daily participation for breakfast, lunch, snack, supper, special milk, summer lunch and summer breakfast by building for the 2016 – 2017 school year.

Answer: Per page three of the RFP the average breakfast and lunch meals per day have been included, snacks 625 per day, no supper program, no special milk program, four summer sites averaging 217 breakfast per day and 344 lunch per day.

8. Please provide the average daily attendance for summer lunch and breakfast along with total summer service days for breakfast and lunch.

Answer: Summer school has 19 days, the average breakfast daily was 2,655 and the average lunch was 4075.

9. Please provide copies of the school districts breakfast and lunch claims for October – December 2016 and claims for summer 2017. Please provide claims by school.

Answer:

Claim Summary for National Breakfast and Lunch Programs

- October: \$1,704,767.98
- November: \$1,507,089.30
- December: \$1,288,740.16

Summer Feeding Program

- June: \$399,942.69
- July: \$40,113.12
- August \$4,625.83

10. On page 3 of the RFP it states that the District is 100% CEP. Please confirm that the district receives 100% of the meals at the free reimbursement rate.

Answer: The district is 100% CEP.

11. RFP page 3-How many schools will be running the alternative breakfast program beginning 18-19 school year? What is the plan for future implementation?

Answer: At this time, all our middle and high schools are running an alternative program along with 2 elementary schools and 1 alternative program.

12. RFP page 3-Do the preschool and contract students eat any meals or participate in the milk program?

Answer: The District is not participating in this program.

Commodities Information:

13. . Please provide the 2017 USDA commodities PAL entitlement value.

Answer: \$768,164.

14. . Please share if your school district received bonus commodities in 2016 and if so please provide the value of the bonus products received.

Answer: A fourth payment depending on rotation averages \$115,000.

15. If you received bonus food in 2016 do you anticipate receiving it again in 2017?

Answer: Unknown at this time.

Service Days Information:

16. Please clarify that the number of service days are for breakfast, lunch, supper and snack are all 177 days and that service is not reduced on early dismissal or ½ school days.

Answer: 2017-2018 has no shortened day, service days are 177.

Labor Information:

17. Please share if current food service department employees participate in a collective bargaining agreement and if so please provide a copy of the most recent CBA. —short of the details please provide a total cost for labor and benefits for all bidders to use as a plug number.

Answer: Number was provided at the bottom of labor worksheet with grand total of \$6,557,308.10.

18. Please provide current information for benefit participation including benefit type and cost for each employee position by building.

Answer: Hourly staff are offered union medical benefits, current 87 participate at \$468 each.

19. Labor Chart: Are these wages current wages? Answer: Yes.

Should all FSMCs include an increase for the 18-19 school year? —Is summer labor included in this chart?

Answer: Summer labor is included in the chart. \$.25 cent across the board for all employees.

20. Are all 14 salaried managers listed in the labor chart on site every day and assigned exclusively to St. Louis Public Schools?

Answer: Yes, one manager has partial responsibility outside of district.

Finance Information:

21. Please provide a copy of the 2016 – 2017 Food Service Operating Statement.

Answer: See Attachment #4.

22. Please provide a copy of the most recent approved school budget.

Answer: Attachment #3.

23. Please provide the annual catering sales expected for the 18-19 school year.

Answer: \$95,000.

Expense Information:

24. Please provide the current annual cost for all health department license/permits for the 2016 – 2017 school year.

Answer: \$16,100.

25. Please provide the brand of POS currently being used and any expenses that should be included as FSMC costs for this bid.

Answer: Horizon, annual cost \$75,000.

26. Please provide a complete vehicle list including make, model and use for all vehicles used by the current FSMC that would need to be included as an FSMC cost included in this bid.

Answer: Two SLPS 2016 foodservice vans, FSMC paying for gas and maintenance, two rented refrigerated 2016 trucks FSMC pays rent, gas, tax, usage fee, estimated cost per year \$23,500.

27. Page 4 of the RFP states that the vehicles are the responsibility of both the FSMC and the LEA. Page 19 of the RFP states that it is the LEA.

—Please confirm who is responsible for the purchase/lease of all vehicles.

Answer: SLPS is responsible for lease of two food service vans and FSMC is responsible for lease of two refrigerated trucks. Gas and maintenance of SLPS vans are paid by FSMC.

28. Included the additional contract provisions is a request for two proposals. One with and one without repair and replacement of Capital/Major Equipment.

—Please provide a current list of capital equipment that should be considered for repair/replacement in this bid and please provide a condition assessment indicating remaining service life of each item listed.

Answer: This information is not available at this time.

29. Please clarify if replacement of expendable/minor equipment is an FSMC cost or LEA cost. Reference to page 4 Responsibilities versus page 18 Use of Facilities & Equipment #4.

Answer: Replacement of expendable minor equipment is FSMC.

30. Will a performance bond be required for this bid and if so please provide the amount required.

Answer: Yes, see attachment: *BID AND PERFORMANCE BONDS*

31. Does SLPS provide meal service to any neighboring school districts or charter schools? If so, please provide details.

Answer: No.

END OF ADDENDUM #1