

Granby Public Schools Pre-bid Questions and Answers

RFP 2020

February 26, 2020

1. Please provide the annual sales volume for a la carte, vending, catering, and adult sales by school. **See below Exhibit 1**
2. Please provide a copy your food service profit and loss or operating statement for last year. **See below Exhibit 2**
3. Are the current food service employees represented by a union? If so, please provide a copy of the collective bargaining agreement. **Food service employees are not represented by a union.**
4. Please clarify the extra sales information on Exhibit C. Are these the number of equivalent meals or dollars? If equivalent meals what was the conversion factor used to calculate the number? **This information represents the number of items sold.**
5. Do grade 8 students attend the high school or middle school? They are not included on Exhibit A. **Grade 8 students attend the middle school.**
6. Please provide the Non-Collusive form all vendors should use. It seems to be missing from the document. **Thank you, it is a separate document and labeled Exhibit 3**
7. Please provide the anticipated time line for the new high school. **Construction for the new kitchen and cafeteria is not scheduled at this time. We anticipate beginning renovations to some parts of the building in the summer of 2021.**
8. Are high school students allowed to leave school for lunch? **No.** If so, what percentage of the school population is allowed to leave? **N/A**
9. Do pre-k and kindergarten students participate in the lunch program? **Kindergarten students participate in the program. Pre-K is half day. We have the occasional student that eats breakfast and/or lunch.**
10. Are there any add on programs like summer lunch, elderly meals or parochial schools serviced by the food service program? If so, please provide the number of sites, meals and days served. **None of these programs are serviced by the food service program.**
11. Please provide the meal equivalent rate to be used by all vendors. An option is not selected in Section 12.11 F. **The rate is \$3.7725.**
12. Is the District willing to invest in additional equipment in order to enhance the offerings to students? **The district is willing to invest in additional equipment as the budget allows.**

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13. Will there be a public opening of the submitted proposals on April 6th and if so are participating vendors welcome to attend? **There will be a public opening. Everyone is welcome to attend, however we will not disclose specific information regarding submissions at that time.**
14. Please provide serving times for the breakfast programs currently in operation. **Kelly Lane and Wells Road breakfast runs from 8:15 am to 8:30 am. Middle School currently serves breakfast from 7:00 am to 7:30 am.**
15. Please provide a bell schedule (class schedule) for the High School, including any breaks or periods where students could have an opportunity to visit the cafeteria. **This is a separate document and labeled Exhibit 4**
16. Page 17 of the RFP states that “Grains served in schools shall be whole grain rich, except for those preapproved by SFA for whole grain exemption”. Please provide a list of any products currently approved for a whole grain exemption. **A new list of products approved will be generated in partnership with the successful bidder.**
17. Please confirm that the Management Fee is to be calculated on a per meal basis. **That is correct.**
18. Please provide a definition of per meal. **The definition of “per meal” is a reimbursable meal (breakfast & lunch).**
19. Please provide a list of any local farms currently delivering directly to the school district. **No farms deliver directly. All local farms are delivered via Fresh Point Produce Company.**
20. Is lunch service currently offered on early release days? **Yes but only for Kelly Lane and Wells Road.** Please provide a total number of food service operating days for each building. **This information was provided on page 44 part 1 of the RFP.**
21. Exhibit D has a column for pay rates for 2019-2020 Sept-Dec and Jan-Jun 2020-2021. As the months listed cross school years, please confirm that the rates listed in the 2019-2020 column are in effect through December 31, 2020 and the rates listed in the 2020-2021 column take effect January 1, 2021. **That is correct.**
22. Does your school district also contract facilities management services with Sodexo? **No.**

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23. What is the district’s current contract terms for Administrative Fee, Management Fee, and the district’s guaranteed return? **Specifications for the Administrative Fee, Management Fee and district guarantee are included in the RFP.**

24. Can you clarify the ownership of the vehicle used to deliver food items and supplies to the various sites in the district? **The vehicle used to deliver food items and supplies is owned by Granby Board of Education.**

Exhibit 1

Al La Carte 07/01/18-06-30/19								
	Granby Memorial High School		Granby Memorial Middle School		Wells Road		Kelly Lane	
Item	Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total
Adult Breakfast	0	0	0	0	26	\$54.60	29	\$60.90
Adult Lunch	387	\$1,489.95	618	\$2,379.30	500	\$1,925.00	190	\$731.50
1.50 Beverage	5,080	\$7,620.00	12	\$18.00	0	\$0.00	0	\$0.00
.25 Snack	4	\$1.00	0	\$0.00	0	\$0.00	0	\$0.00
.50 Snack	12,497	\$6,248.50	15,411	\$7,705.50	8,579	\$4,289.50	1,726	\$863.00
.75 Snack	6,666	\$4,999.50	3,288	\$2,466.00	11,116	\$8,337.00	4,673	\$3,504.75
.75 Beverage	0	\$0.00	0	\$0.00	4,326	\$3,244.50	0	\$0.00
1.00 Beverage	7,701	\$7,701.00	4,017	\$4,017.00	0	\$0.00	0	\$0.00
1.00 Snack	20,056	\$20,056.00	18,228	\$18,228.00	14,902	\$14,902.00	3	\$3.00
1.25 Snack	1	\$1.25	0	\$0.00	0	\$0.00	0	\$0.00
1.25 Beverage	1,803	\$2,253.75	2,676	\$3,345.00	4,302	\$5,377.50	0	\$0.00
3.20 Student Meal	9	\$28.80	2	\$6.40	0	\$0.00	0	\$0.00
No ID Lunch	0	\$0.00	0	\$0.00	36	\$90.00	0	\$0.00
Misc Amount	7,932	\$16,888.03	1,935	\$4,228.99	0	\$0.00	23	\$44.90
2nd Lunch	0	\$0.00	0	\$0.00	156	\$312.00	50	\$100.00
Student Lunch Milk	1,362	\$681.00	1,603	\$801.50	2,088	\$1,044.00	3,778	\$1,889.00
Total	63,498	\$67,968.78	47,790	\$43,195.69	46,031	\$39,576.10	10,472	\$7,197.05
Catering		\$986.54						
Vending		\$382.57						

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Exhibit 2

Revenue

State Grants

Child Nutrition State Matching Grant	\$5,935.00
Health Foods Initiative	\$11,308.00
	<u>\$17,243.00</u>

Federal Grants

School Breakfast Program	\$16,107.35
National School Lunch	\$122,818.65
	<u>\$138,926.00</u>

Grants April, May, June + GPS
Commodities

Vending	\$382.57
Catering	\$986.54
Sales	\$448,473.74
	<u>\$449,842.85</u>

Total Revenue \$606,011.85

Expenses

Payments to Vendor	\$598,315.29
Other	\$5,263.56
Total Expense	<u><u>\$603,578.85</u></u>

Change to Fund Balance \$2,433.00