

Kennewick School District
Food Service Management Request For Proposal
Addenda #1 – Approximate Enrollment & Corrected Breakfast Meal Counts
January 7, 2022

ARTICLE III: SCOPE OF WORK

A. OVERVIEW OF KENNEWICK SCHOOL DISTRICT #17 FOOD SERVICE

1. The SPONSOR provides food service to approximately ~~19,000~~ 18,338 enrolled students at 29 schools. The food service prepares approximately ~~876,280~~ 860,541 breakfasts, 1,661,807 lunches, 23,165 after school snacks and 133,182 after school suppers annually. Summer meals include approximately 14,438 breakfasts and 25,272 lunches.

The SPONSOR shall be legally responsible for the conduct of the food service program and shall supervise the food service operations in such manner as will ensure compliance with the rules and regulations of OPSI and USDA regarding each Child Nutrition Programs (CNP) covered by the resulting contract.

The SPONSOR shall retain signature authority for the monthly claim for reimbursement in the Washington Integrated Nutrition System (WINS).

2. The SPONSOR shall retain control and signature authority of the CNP nonprofit food service account and overall financial responsibility for the CNP. (7 CFR210.16 (a)(4)(5))

ATTACHMENT D: FINANCIAL PRO FORMA - Breakfast meals corrected from 875,280 to 860,541

2022-23 Financial Pro Forma Analysis			
Resources		Dollars	CPM*
Local Sales			\$0.000
Reimbursement: State			\$0.000
Reimbursement: Federal			\$0.000
National School Lunch Program			\$0.000
School Breakfast Program			\$0.000
Child and Adult Care Food Program			\$0.000
Summer Food Service Program			\$0.000
Fresh Fruit and Vegetable Program			\$0.000
USDA Foods: Commodity Value (\$.26 x 1,661,807)		\$432,070	\$0.174
Total Resources		\$432,070	\$0.174
Estimated Expenses			
Food Costs:			
Food Costs (include worker meals)			\$0.000
Local Purchases			\$0.000
USDA Foods: Commodity Value (\$.26 x 1,661,807)		\$432,070	\$0.174
Freight/Storage Costs			\$0.000
Total Food Costs		\$432,070	\$0.174
Labor Costs:			
Annual District Labor, Wages, Taxes & Benefits		\$5,153,500	\$2.079
Total Labor Costs		\$5,153,500	\$2.079
Non-Food Expenses:			
Non-Food Supplies (paper/janitorial, etc.)			\$0.000
Non-Food District Direct Costs		\$300,000	\$0.121
Other _____			\$0.000
Total Non-Food		\$300,000	\$0.121
Contract Services:			
On-Site Supervisory Cost			\$0.000
Annual Hourly Labor: Wages & Benefits			\$0.000
Contractor's General & Administrative			\$0.000
Other _____			\$0.000
Total Contract Services		\$0	\$0.000
Total Estimated Expenses		\$5,885,570	\$2.374
Gain / (Loss) to School		(\$5,453,500)	(\$2.200)
Unrestricted Indirect Costs		\$310,000	\$0.125
Net Gain/Loss		(\$5,763,500)	(\$2.325)
Meal Type	Meals/Dollars	Conversion Rate	Meal Equivalents
Breakfasts	860,541	1.5	573,694
Lunches	1,661,807	1.0	1,661,807
Snacks	23,165	3.0	7,722
Ala Carte (students & adults) & Catering	267,000	\$3.920	68,112
Suppers	133,182	1.0	133,182
Summer Breakfast	14,438	1.5	9,625
Summer Lunch	25,272	1.0	25,272
Total			2,479,414

APPENDIX A: PROGRAM INFORMATION

Kennewick School District #17 - RFP – Food Services

All Vendors must use the following information for Pro Forma development. *Financial Pro Formas that do not utilize the exact program information as provided in this attachment will not be accepted.*

Participation Counts:

(Based on 2018-2019 actual meal counts including August 28, 2018 – August 31, 2018 for a total of 179 days from Claims for Reimbursement)

Use meal counts, catering and ala carte sales below for pro forma development

Participation Categories	Lunch Annual Meals	Severe Need Breakfast Annual Meals	Regular Breakfast Annual Meals
Free: Student	1,275,102	752,115	22,320
Reduced: Student	92,011	32,001	3,674
Paid: Student, Elem	148,093	20,020	6,391
Paid: Student, Middle	99,371	11,155	3,561
Paid: Student, High	47,230	7,052	2,252
Earned: Reduced	0	0	0
Earned: Paid	0	0	0
Catering Sales	\$ 30,000		
Ala Carte Sales	\$237,000		
Summer Program	25,272	14,438	