

**Appendix N**

**WRITTEN REPOSES TO QUESTIONS FROM POTENTIAL OFFERORS**

**GENERAL**

1. Why are you out to bid?  
Answer: The District’s Procurement Code requires formally solicited contracts to be re-bid every five years.
2. Are you satisfied with your current food service provider?  
Answer: Yes.
3. Are you looking to improve the foodservice program through this RFP process?  
Answer: Yes.

**DISTRICT INFORMATION**

1. What is the projected student enrollment for the 2025-26 school year and the next 4 years?  
Answer: Enrollment projection information is provided [here](#).
2. Is there any planned growth in enrollment within each building?  
Answer: See above.
3. Has the District entered into any Intergovernmental agreements with any area districts, private schools, Head Starts, to serve meals to in 2024-25 school year? Will these continue into the 2025-26 school year? How many meals annually?  
Answer: The District does not currently have any such agreements.
4. Is the FSMC currently serving meals from District to any other school districts or establishments outside of District? If so, where and how many breakfast, lunch or snack meals on an annual basis?  
Answer: Not at this time.
5. Does the district have any contracts to serve meals to any other entities? If so please provide the number of annual meals by meal type and a copy of the contract.  
Answer: Not at this time.
6. Can you please provide a copy of the District’s Audited financials for the 2023-24 school year.  
Answer: **Response pending.**
7. Please provide a copy of the Districts’ 2024-25 budget.  
Answer: The 2024-2025 budget is available [here](#).

### CURRENT CONTRACT

1. Please provide a copy of your current contract or renewal?  
Answer: The current renewal amendment is available [here](#).
2. Please provide a copy of the contract for the current school year with the current FSMC. What is the current meal rate being charged to the SFA? What is the guarantee for the current school year?  
Answer: See above. The contract guarantee amount is \$150,000.00.
3. Meal Prices - ASSP Paid Rate?  
Answer: See above.

### PROCUREMENT PROCEDURES

1. Please clarify if the district is on spring break the week of 4/7. If so, where will the proposals be stored/delivered if delivered during that week?  
Answer: The District was on Spring Break the week of March 24, 2025.
2. Also, will you be announcing the meal rates at the bid opening? If not, will you be able to send an email with the companies that submitted bids?  
Answer: No. In a Request for Proposal process, only the names of Offerors are disclosed at the public proposal opening. Meal rates will not be subject to disclosure until the contract award is effective.

### BUSINESS PRACTICES

1. Who is responsible for health department permits?  
Answer: The FSMC.
2. What was the annual license/permit costs from the 2023-24 school year for the FSMC?  
Answer: Refer to the SC Department of Agriculture's [page](#) for the current fee structure.
3. Will the district accept DocuSign?  
Answer: This will be determined on a case by case basis.
4. Please provide any sponsor to sponsor agreements.  
Answer: No such agreements exist at this time.
5. Do you receive any state reimbursements or funding?  
Answer: Yes.
6. What was the annual FSMC cost for Courier services in 2023-24? Please explain how the FSMC is involved with the Courier Services.  
Answer: **Response pending.**

7. What local products/vendors is your current FSMC utilizing within the district? What does the district consider to be local?

Answer: **Response pending.**

8. Current POS System in use?

Answer: Mosaic.

9. Does the district currently use an electronic payment system?

Answer: Yes, My School Bucks.

#### FACILITIES & EQUIPMENT

1. Does your current FSMC own any equipment or smallwares? Please provide a list that would need to be replaced in a FSMC transition?

Answer: Under the current contract, the District is responsible for kitchen equipment over \$5,000.00 and the FSMC is responsible for small wares.

2. Does the current FSMC own any equipment or smallwares on site that would need to be replaced in a FSMC transition? If so, please provide a list of these items

Answer: **Response pending.**

3. What was the replacement expense (Initial Inventory Items & Replacement During Operation) for the FSMC for the 2023-24 school year?

Answer: **Response pending.**

4. What were the expendable equipment costs for the FSMC for the 2023-24 school year?

Answer: **Response pending.**

5. Please clarify if the FSMC would need to provide a vehicle/s. What vehicle/s are currently used by the current FSMC? Which schools are utilizing the service of the vehicle? Please provide what the vehicle make/model and what is the size of the box of the box trucks if applicable? Please also list any additional inside electric or mechanical specifications.

Answer: **Response pending.**

6. Please clarify what it states on page 58 that the FSMC is responsible for the vehicle & car/truck rental expenses. What were the expenses for the 2023-24 school year for the FSMC?

Answer: **Response pending.**

7. Are there vehicles (i.e. delivery trucks, vans etc.) currently in use within the district?

- a. If yes, are they owned by the SFA or FSMC and what type and number of vehicles?

Answer: **Response pending.**

8. Does the FSMC need to provide drivers and vehicles, and if so what kind and how many?

Answer: **Response pending.**

9. Please clarify who is responsible for smallwares? The CAP (page 63) plan says it is a FSMC responsibility. The Cost Responsibility Sheet (page 58) says all non-expendable equipment is a SFA responsibility.  
Answer: The FSMC is responsible for smallwares.
10. Page 59 identifies that the FSMC is responsible for computers and software. Please clarify what the total costs for this were for last year and is the SFA responsible for the POS system?  
Answer: **Response pending.**
11. Are there any vending machines that the FSMC will be responsible for? If so, which ones and how is the revenue/cash handled?  
Answer: No.
12. The schools that share addresses, do they also share kitchen and cafeteria facilities?  
Answer: Oakbrook ES and MS share a kitchen and have separate cafeteria spaces. Flowertown and Newington ES share both. Rollings MS and Sand Hill ES share a kitchen and have separate cafeteria spaces. Eagle Nest ES and River Oaks MS share a kitchen and have separate cafeteria spaces.
13. Are all facilities currently full production sites? If not, which buildings are food satellited into them and what type of heating/reheating is in place in those buildings?  
Answer: Rise Academy is the sole satellite site.

#### PROGRAMS

1. On Exhibit A, it does not include the Free, Reduced and Paid eligibility by school. Would it be possible to get that before the Q&A addendum on April 3<sup>rd</sup>, as this RFP has a tight turnaround, and all bidders need that information to cost out the proposal.  
Answer: The District's eligibility numbers are available [here](#).
2. What is the current Free & Reduced Eligibility per school? Does the District expect to go CEP within the next 5 years? If so, when?  
Answer: **Response pending.**
3. Please provide the current free, reduced and paid eligibility report by school as this information is not on Appendix A.  
Answer: See above.
4. Which of your campuses plan to participate in severe need or CEP in the 2025/2026 school year?  
Answer: **Response pending.**
5. We request copies of Community Eligibility Provision (CEP) Claiming Percentages  
Answer: **Response pending.**

6. Does the district still have 10 schools on CEP? If so what is your ISP% for each of your groupings?  
Answer: **Response pending.**
7. If you are planning to participate in a summer feeding program, please provide the following:
  - a. Summer claims for the 2023/2024 school year  
Answer: **Response pending.**
  - b. Summer labor schedule  
Answer: **Response pending.**
  - c. Number of sites participating and their service days  
Answer: **Response pending.**
8. Is there any interest in the district looking in a CACFP Dinner Program where eligible?  
Answer: **Response pending.**

#### SERVICE

1. Why does it say 185 days for the SFA labor on Appendix C? As there are 180 service days where lunch and breakfasts are served.  
Answer: **Response pending.**
2. Section Four, #3 lists the number of planned service days of 190, the calendar only has 180 student days. Which is correct number of planned service days?  
Answer: **Response pending.**
3. What are the expected number of service days for Breakfast and Lunch program by building level, ASSP Program, and Summer Food Service/Seamless Summer Program contract year?  
Answer: **Response pending.**
4. Please include the number of service days for each of these programs for this information.  
Answer: **Response pending.**
5. How many days are snacks served during the school year?  
Answer: Snack service days are concurrent with lunch service days.
6. Are there supper meals served? If so, how many were served in the 2023-24 school year? How many are expected in the 2024-25 YTD? Are there any future plans to expand dinner meals?  
Answer: There is no supper service at this time.
7. Please clarify which schools are offer vs serve.  
Answer: **Response pending.**

8. Please give a brief explanation of how breakfast is served in each school. For instance, where the students receive the meal and eat the meal and is there dedicated time for students to eat breakfast in the morning.

Answer: Response pending.

9. Do any of the buildings offer B.I.C. (Breakfast in the Classroom) programs?  
a. If yes, which ones.

Answer: Response pending.

10. Do the High Schools still operate as a "Block Lunch" where all students eat at one time?

Answer: Response pending.

11. Does the District offer Open Campus to students?

Answer: No.

12. Do the schools offer any "Latch Key" or early drop off programs? If yes, which buildings?

Answer: "Latch Key" is not a term associated with any District programs, but we do offer afterschool care at all elementary schools.

13. Are lunches served on half days?

Answer: Yes.

#### LABOR & STAFFING

14. Please share if current food service department employees participate in a collective bargaining agreement and if so please provide the name of the union and a copy of the most recent CBA. If there is a union will any SFA employees transitioning to FSMC employees remain with the union?

Answer: South Carolina is a right to work state; there are no collective bargaining agreements in place.

15. Are the FSMC employees in a Collective Bargaining Agreement? If so, please provide a copy of it.

Answer: See above.

16. Can you please clarify if any of current employees are part of a Union? If so can you please provide a copy of current CBA.

Answer: See above.

17. Please provide a redacted listing of current FSMC employees by school with number of hours worked by day, number of days per year, and hourly rates to comply with page 13 of the RFP, "The employees who fall under the current FSMC contract shall have the opportunity to transfer to the awarded FSMC". If information is not provided it puts all non-incumbent bidders at a disadvantage as well as the transitioning associates.

Answer: Response pending.

18. Labor: To ensure that no current FSMC employees lose anything in a transition, we are requesting the following by District. (Should this information not be provided, we request a breakdown of service lines by building and the number of POS positions)

a. Labor Rates by Position and Building

Answer: Response pending.

b. Fringe Costs by Position and Building

Answer: Response pending.

c. Benefit Costs by Position and Building

Answer: Response pending.

d. Any current Open Positions by Building and Potential Open Positions by Building

Answer: Response pending.

e. Total SFA Labor Costs that all FSMC's must use in their CPM Calculations?

Answer: Response pending.

f. On Appendix C, There is a total of \$5,926,999.31. What makes up this total?

Answer: Response pending.

19. Please provide a current labor schedule broken down by employee that includes location, hours per day worked, pay, PTO (sick, vacation and holiday), and days worked per year for all employees. Please identify which employees will be FSMC next year and which with remain SFA?

Answer: Response pending.

20. What is your current FSMC leadership structure on site daily?

Answer: Response pending.

21. Please provide a current FMSC staffing plan with the current wages, how many days each position works annually. Please also specify summer labor positions, daily current wages, how many days worked in summer.

Answer: Response pending.

22. Please specify how many FSMC employees are currently taking health benefits (ie; Health, Dental, Vision).

Answer: Response pending.

23. Please clarify if the SFA labor needs to be included in the FSMC meal rate or not? If not, would it need to be included for the guarantee?

Answer: Response pending.

24. Do Flowertown & Newington share the FSA positions? Or are they separate? As they are in the same line in Appendix C.  
Answer: **Response pending.**
25. Can you please provide current employee pay rates, work hours and benefits for all FSMC employees by sites?  
Answer: **Response pending.**
26. Are all Foodservices monitors on FSMC payroll? Can you provide labor rates and hours for all monitors?  
Answer: **Response pending.**
27. Please clarify the static SFA labor number each FSMC is to use.  
Answer: **Response pending.**
28. Are there currently any bill backs for labor by the FSMC to the District? Will these or any labor bill backs continue moving forward in the 2025-26 school year? If so, please provide the amounts and what they are for.  
Answer: Yes, but those positions will be included in the fixed price per meal moving forward.

#### COMMODITY ALLOCATIONS

1. Please provide a copy of your 2025-2026 commodity allocation total and what foods were ordered including DOD, Brown Box and (NOI) Pounds allocated for processing? If not available, please provide your 2024-2025 allocation.  
Answer: **Response pending.**
2. Please provide the USDA Commodity order that was placed for the 2024-25 school year and the one placed for the 2025-26 school year if yet available. What is the District's USDA Commodity allocation for the 2025-26 school year.  
Answer: Commodity orders for the current school year are available [here](#). **Response pending for the 2025-2026 information.**
3. What are the planned Entitlement dollars for USDA Commodities or the District for the 2025-2026 school year?  
Answer: **Response pending.**
4. Can you please provide planned commodity entitlements for 25-26 school year?  
Answer: **Response pending.**
5. Please clarify that the USDA Commodity processing charges were for the FSMC in the 2023-24 school year, and what are they YTD?  
Answer: **Response pending.**
6. What is your commodity allotment for the 25/26 School year  
Answer: **Response pending.**

### A LA CARTE & ADULT MEALS

1. Can you clarify ala carte equivalent rate?  
Answer: **Response pending.**
2. What is the ala carte equivalent factor for the current 2024-25 school year? What will it be for the 2025-26 school year?  
Answer: **Response pending.**
3. Please provide an a la cart meal equivalency factor for all bidders to use?  
Answer: **Response pending.**
4. Are there any limits to a la carte sales?  
Answer: **Response pending.**
5. How many adult meals were served in the 2023-24 school year? Are these meals included in the ala carte revenues?  
Answer: Refer to Appendix G, which includes adult meals.

### CATERING

3. What was the catering revenue for the 2023-24 school year? Please specify how the billing and payment of catering works with District and FSMC.  
Answer: This catering totals were provided in Appendix L. Catering is invoiced per event and paid monthly.

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1. We request copies of Direct Certification numbers by building for October 2024  
Answer: **Response pending.**
  2. What is the Indirect cost amount that the FSMC is responsible for the 2025-26 school year? Is this an FSMC Cost or SFA cost? As it is listed as FSMC, traditionally it is a SFA cost.  
Answer: **Response pending.**
  3. We request copies of Participation for breakfast, lunch, and ASSP by building level for the months of August 2024 – January 2025.  
Answer: **Response pending.**
  4. Can you please provide meals counts by school locations for breakfast, lunch, summer school, snack, ala carte for Oct, Nov and Dec 2024?  
Answer: **Response pending.**
  5. Please provide the meal claim forms for Oct 2024, Nov 2024 & Dec 2024, also the number of attendance days in each month.  
Answer: **Response pending.**

6. Can you provide meal claim forms by school for August 2024 through February 2025?  
Answer: **Response pending.**
7. Appendix C states Annual Total of \$5,926,999.31 please clarify what this number represents.  
Answer: **Response pending.**
8. Please clarify if there are fruit and veggie (salad bars) in the schools, if so which ones?  
Answer: **Response pending.**
9. Are cash sales on Appendix AA1A23-031725 page 3 average daily sales per location?  
Answer: **Response pending.**