



RFP 2526-01 FSMC Q & A

1. Please provide detailed meal claims for each school from September-November 2025 including breakfast, lunch, dinner, and snack.

See attachment 1.

2. Please provide the total a la carte and adult sales for each school from September-November 2025.

See attachment 1.

3. 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.

One elementary site allows students to take meals into the classroom, all other sites eat in the cafeteria. Each school has a designated breakfast meal time as referenced on page 45 of the RFP.

4. Is the district currently CEP? **yes**

- a. If not, please provide the student paid price for breakfast and lunch at each building.
- b. If so, please provide the ISP and free claiming percentage. **100%**

5. Please provide the following information regarding the summer feeding program:

- a. Total number of sites that operate. **7 sites last year**
- b. Total number of service days anticipated in summer 2026. **Estimate July 2026 -18 days.**
- c. Total breakfasts, lunches, and other meals served in summer 2025. **See breakdown on page 45 of RFP.**

6. 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. **See attached DCEA ESP Bargaining Agreement. The current year is still in negotiation regarding any changes. Any employees that move to the FSMC will no longer participate in the CBA, nor will any additional hires by the FSMC.**

7. Please provide an updated employee schedule that lists which employees are vested and not vested. **At the end of this school year, we anticipate all current employees to be vested. One manager will be eligible for retirement.**

8. Please provide the current hourly wages for the hourly employees. **See Payroll attachments from current compensation plan.**

0-5 years– 17 Staff G Schedule & 1 Staff E Schedule

6-10 years—6 Staff G Schedule & 3 Staff E Schedule

11-15 years—3 Staff G Schedule

16-20 years 1 Staff E Schedule

26-30 years 1 Staff G Schedule

9. Will the district accept electronic signatures (DocuSign) in our response or will wet signatures be required? **Hard copies are required for the bid. The flash drive may contain scanned signature pages.**
10. Will the FSMC be required to maintain the SFA provided 21-day menu for the full school year or will the FSMC be allowed to transition to their proposed menu after the first 21 days? **The FSMC menu can be in place on July 1, 2026.**
11. Who is responsible for health department permits and what is the estimated cost per year? **Food Service, costs range from \$160-\$250**
12. Do any buildings allow open campus (students leave for lunch)? **no**
13. Should FSMCs include an indirect cost budget in their proposed fixed price per meal? If so, please provide the budget. **The 2024-2025 indirect cost budget was \$96,247.98.**
14. Please clarify if the proposed guarantee should be \$200,000 (page 4) or \$225,000 (page 15). **\$225,000 – page 4 was a typographical error.**
 - a. Can you please distinguish if the district is looking for a guaranteed surplus from the new dining program of \$200/\$225,000 during the 26/27 school year or if the district is looking to have their fund balance at or above \$200/\$225,000 at the end of the school year? **Guaranteed surplus of \$225,000**
 - b. If the district is looking for a guaranteed surplus from the new dining program of \$200,000 or \$225,000 for the 26/27 school year, can you please confirm the exact dollar amount of the loss or surplus from the dining program from the 24/25 school year? **The entire program operated at a deficit of \$26,889.00.**
15. Does the district currently use disposable trays at any of the schools?
 - a. If so, please list the schools that use them. **West and Memorial Elementary currently use them. Until the dishwashing room is functional, disposable will be used. Repairs/replacements are being considered.**
16. During the pre-bid meeting it was mentioned that the number on the original Exhibit K was wrong. Please provide the updated Exhibit K. **Exhibit K is the one that has been released from audit. The correct number for salaries and benefits is \$1,488,895.40.**
17. During the prebid meeting it was mentioned that a new high school will open during the contract period. If this is the case, can you please confirm and list all schools to be included in the contract, how any changes to these schools may impact the dining program operations, etc? **There will be the same number of schools. As the build/renovations are completed, the locations of the schools are going to transition to the new locations. DeSoto High, DeSoto Middle, Memorial Elementary, Nocatee Elementary and West Elementary. Two satellite DSS & DTA.**
18. Please provide a breakdown of how much à la cart sales for each School are. **See report**

19. Please provide the current Staffing plan for the summer meal. **No currently available as it varies**
20. Are snacks and dinners provided? If so, please provide an annual report per School. **Snacks are provided at two schools**
21. How long has the school been in CEP? **10 years**
22. Are there any paid or reduced meals served? If so, please provide the amount and what is the charge for each meal. **None for the students unless a second meal is served, kitchen staff is allotted one free lunch, all other staff pay \$5**
23. Has DeSoto County School District entered into any intergovernmental Agreements or piggyback agreements with any other districts, private schools, head start, to serve meals into 25/26 School year? Will these continue into the 2026- 27 school year? **Yes, the YMCA will be entered into contract for the 26/27 school year**
24. Please clarify if the district is an offer versus serve or serve? **We are offer versus serve at most schools. DSS and DTA and Pre-K they are served.**
25. What is the cost of an adult meal? **\$5**
26. Are there any vending machines that the FSMC will be responsible for? If so, would ones and how is the revenue cash handle? **None are the responsibility of the Food Service or FSMC.**
27. What is the catering revenue for the 2024/25 school year? Please specify how the building and payment of the catering works for the school district and FSMC? **None, however; if it becomes an option in the future, we would like to reserve the right to negotiate it.**
28. Why did the district decide to go out to bid? **The District is looking to explore all options to increase participation in our meal programs. We are looking for fresh marketing ideas to increase participation with students, staff and parents that visit in our meal program. We are looking for proposals that can demonstrate options that will work in our District to accomplish that goal.**
29. Please explain what equipment smallwares that the FSMC would need to provide pay for. **The FSMC would need to pay for disposable trays, utensils and can liners for the cafeteria. The District will pay for supplies to clean the eating area in the cafeteria by our custodians, but the kitchen zone is the responsibility of the FSMC.**
30. Will the bid opening be a virtual bid opening? **No. The results will be posted at the end of the day with a committee verification sheet.**
31. Are there any schools that are currently breakfast in the classroom? Is there an opportunity to make any other Schools breakfast in the classroom as well? **Yes, one school already serves breakfast in the classroom as for others it is open for discussion with the individual principals.**
32. Please provide a current à la carte price list. Please clarify which grade levels are items served. **See attachment**
33. Can you please provide a meal claims form for the 24/25 school year for the district not by the school? **See attachment**
34. Can you please provide a meal claims form for the 25/26 school year today for the district not by the school? **See attachment**
35. Please provide a breakdown of the labor dollar amount listed in exhibit K 2nd page. Please also include the current wages, PTO, benefits for each position in the Staffing plan on exhibit E. **Please refer to question 8 and the compensation plan attached.**
36. Are there any satellite meals taking place within the district? If so please specify. **Yes, we satellite meals to two schools DSS and DTA**

37. Do we need to include the district labor cost in the meal rate? If so, please explain how that will work in terms of billing.
38. Are the District employees' part of a CBA? If so, please provide a copy of this. **Please refer to question 6.**
39. Please provide the total USDA commodity allocation dollar amount for the school year.
\$244,568.82
40. What is the current free and reduced percentage of students? **The district is 100% CEP**
41. In exhibit E staffing plan, it lists a director. Will this position continue to stay? If so, is the expectations of the new FSMC will provide a new food service director on top of this position? Would the district like the FSMC to hire a person as the food service director without hiring someone on site overseeing this person, please clarify this? **The director will stay as a district employee to serve as a liaison to the FSMC. The FSMC is expected to hire a GM to oversee the sites day to day operations (i.e., cooking, food safety/sanitation, menu, and meal prep etc.)**
42. In 12. 2 it shows that Janitor Supplies are both the SFA and the FSMC please specify what the FSMC would be responsible for providing. **The FSMC would be responsible for all janitorial supplies for kitchen. The supplies for the cafeteria eating spaces would be provided by the District and cleaned by the custodians.**
43. Please provide an idea of which employee list that on the Staffing plan would be staying as the district employee and which would be moving to the FSMC payroll. **Each employee with the exception of the Director will have the option to stay with the District or move to employment with the FSMC after the FSMC has been awarded and able to meet with and offer their wages and benefits to the staff. The staff will be provided with a window to determine which option they wish to take so that the FSMC will have time to prepare.**
44. **Exhibit K for 2024-2025 has not been released from Audit at this time.**
45. **Labor schedule for Summer Program varies from year to year depending on Grant allocation and location.**
46. Can you please outline the quantitative scoring model for how the 25 points for Cost per meal will be figured? **The first 5 points will automatically go to the lowest cost per meal. The additional points will be awarded at the discretion of each committee member.**
47. Please clarify the amount for indirect costs and the amount for any other District costs that are to be included in the fixed cost per meal rate. **Indirect costs budget for 24-25 was \$96,247.98**
48. Please provide the amount of any additional District expenses outside of the FCPM rate that all FSMCs should use for the purpose of calculating the guarantee. **none**
49. Please provide the 24-25 Food Service Financial Audit (**not released**); 24-25 FS Operating report and Budget (**see attached budget report**)
50. **The District Logo may be used for the sole purpose of personalizing the Proposal. attached**
51. **Exhibit J and the signed designated pages on the checklist will meet the expectations of the sample contract.**
52. Can you provide attrition levels for food service staff for this year and the previous year? **Last year all vacancies were filled. This year one vacancy was not filled due to participation numbers. We are required one Food Service employee per 100 meals served plus the manager. Unless the number of meals served changes, no staffing changes are expected.**
53. **In the RFP, the menus to determine scoring will be the FSMC menus submitted in their proposals. Our menus were provided as an example.**

54. Does the District have an attrition plan that they expect to be used as employees retire or leave the District and the New hires becoming FSMC employees? Does the District have a deadline for current employees making their decision on staying with the SFA or becoming FSMC employees? Will this be decided prior to the proposal submission deadline? **Once a FSMC has been decided on and the State and Board have approved them, we will arrange a meeting between the FSMC and the FS employees so that the FSMC can explain the salary/benefits options that their company has to offer. The SFA employees will be allotted an agreed upon amount of time to decide if they wish to stay or move to the FSMC. There will be plenty of time prior to implementation for the FSMC to prepare.**
55. How many days were in the 24-25 school year? **Please refer to page 57 in the RFP. 180 student days.**
56. Current staffing list showing serve Safe Certified? **We use the ICN equivalent to the ServeSafe . All except 3 staff are certified currently.**
57. Are there menu restrictions? **If a student has a doctor verified allergy, documentation is provided to the school and Food Service is notified immediately. It varies depending on individual needs.**
58. Are there any long term updates the District is looking to make within the kitchens? **The high school will have a new kitchen. We are exploring options to get the other two dish rooms back in operational status.**
59. Does the District have a PM program in place for current equipment? **Work orders are submitted to our Facilities department for repairs as needed. Annual cleanings and safety verifications are completed.**
60. Are there any state matching dollars? **DeSoto County School District participates in the federal NSLP, which provides reimbursements for lunches and breakfasts served to students who qualify under federal eligibility guidelines.**
61. Is the District currently looking at catering options? **Not at this time, but reserve the right to explore it in the future.**
62. Will the District be participating in SY 26/27 FFVVP? **yes** What is the total SY25/26 awarded amount and what schools are participating? **West Elem - \$44,625.00, Memorial Elem - \$64,050.00, and Nocatee Elem - \$35,550.00**
63. Are there Digital menu boards at any campuses? **Yes. 3 at the current High school, and 3 being installed at the Middle School.**
64. When will the decision be made for exactly which employees will transition? **See question 52.**
65. Does the District want the FSMC to use compositable disposable trays or just disposable? **Disposable will be sufficient.**
66. Staffing Levels are confirmed to match current levels of participation.
67. The District will be responsible for any major equipment purchases and they will stay property of the District. At this time, no items are on the current list for purchase.
68. Please clarify the equipment expendable category – what is included in this purchasing category? **See explanation of items on page 26 of RFP**
69. Are any campuses open campuses? **NO.**
70. All schools are CEP.

71. Is it the responsibility of the FSMC to pay for and have background checks done in compliance with the Jessica Lunsford Act and all FL State requirements? All current employees are in compliance. New or additional employees of the FSMC will be required to pay for background checks completed by DeSoto County School Board Human Resources Dept.
72. The 26-27 school calendar has not been finalized yet or submitted for Board approval.
73. Is the Current Food service program currently operating in a deficit? If so, what amount? The deficit for last year was \$26,889.00
74. Does the District have grab'n'go carts? If so, how many and which campuses? Yes at all campuses.