



Desoto ISD
200 East Beltline Road
DeSoto, Texas 75115

March 25, 2024

ADDENDUM NO. 3

RFQ- 24-010

Name: School Nutrition Programs – Food Service Management Service

Deadline/Due Date: April 2, 2024 @ 2:00 p.m.

Please take note that the above referenced Request for Proposals is amended to respond to the Questions submitted during the Question-and-Answer period:

1. **Question:** Will the district please provide a copy of the current FSMC'S contract?
Answer: No, a copy of the current contract cannot be provided. The purpose of an RFP is for the offerors to put their competitive knowledge to work, on predicting what other potential offerors might bid in terms of cost, and potential issues regarding the open solicitation.
2. **Question:** Is the district an open campus
Answer: No
3. **Question:** Can you provide a current a la carte price list
Answer: Yes, this will be provided after a FSMC has been selected and approved.
4. **Question:** Is it possible to get the actual edit checks on the actual claim form versus just the financial summary for the current year?
Answer: No
5. **Question:** Will the district please breakdown revenue for adults and revenue for A La Carte meals.
Answer: Please refer to information listed in RFP
6. **Question:** How much are the concessions sales on an annual basis per page 14?
Answer: Currently, there is no concessions sales.

7. **Question:** Is there any information you can provide on the vending per page 14?
Answer: No, vendors
8. **Question:** Can you break down the CACFP supper program and how many days and how many people per day?
Answer: Currently, two campuses are in this program. High School is three days per week and one elementary for the whole week.
9. **Question:** Do all employees work during the summer SSO?
Answer: No
10. **Question:** How many Days is the summer SSO and which campuses?
Answer: High School – 32 days; McCowan – 16 days; Katherine Johnson – 16 Days
11. **Question:** How many days is the summer SSO in operation?
Answer: Maximum 32 days
12. **Question:** How many meals are served over the summer SSO period for breakfast and lunch?
Answer: Breakfast – 8376; Lunch - 10353
13. **Question:** Will the district provide the dollar amount of any costs charged to the program for all vendors to use (i.e., custodial, warehousing, transportation, utilities, cashiers, clerical, etc.)?
Answer: No
14. **Question:** Are there any days where students are let go early and lunch is not served?
Answer: No
15. **Question:** Is any of the equipment owned by the current FSMC?
Answer: No
16. **Question:** Does the district require an original signature on proposal documents?
Answer: Yes
17. **Question:** Does the district have digital menu boards in the school cafeteria and if so, how many?
Answer: Yes, the High School has six and Academy has four.
18. **Question:** The box for vending machines is checked on page 14 of RFP, what responsibility will the FSMC have in the managing existing vending machines and a list of vending machines by campus?
Answer: No. Currently the district doesn't have vending machine
19. **Question:** Is the revenue from the vending machine deposited into the Food Service Fund or does the district have a profit share agreement?
Answer: No

20. **Question:** The box for concessions is checked on page 14 of the RFP, what responsibility will the FSMC have with concessions?
- Is the FSMC providing labor and product for events?
 - Provide the concession revenue from the current school year?
 - Provide a list of the locations/campuses the FSMC will support for the 2024-24?
 - What activities will the FSMC provide concessions for?

Answer: No

21. **Question:** For the meals served by campus, year 2022-2023 chart (page 41), how many service days account for the number of meals represented?

Answer: 187

22. **Question:** Will the FSMC driver position be able to use district vehicle or is the FSMC expected to provide it?

Answer: Yes

23. **Question:** How many positions listed in chart 2(pages 37-41) are currently open?

Answer: None

24. **Question:** Does the district anticipate adding or reducing campuses in the next five years, if so, please list the campuses?

Answer: No

25. **Question:** Are there any CEP schools, If so?

- Please list the schools
- What is the CEP percentage by which the district claims the meals (percentage of free & percentage of paid)?
- Does the district plan to implement CEP in the future if not already doing so?

Answer: Yes, all

26. **Question:** Please provide the next five years projected enrollment?

Answer: At this time the district doesn't have these projections.

27. **Question:** Please provide the YTD monthly claims forms broken out by building and status.

Answer: N/A to scope of work of proposal

28. **Question:** Please provide the current vacancy rate for hourly employees?

Answer: At this time the district doesn't have this rate.

29. **Question:** Please provide year 2021-2022 & 2022-2023 annual financial reports

Answer: Not applicable to the scope of work in proposal.

30. **Question:** Since the RFP has points awarded for presentation, will FSMC have the opportunity to present to the DeSoto committee?

Answer - Yes, all offeror who submit to the RFP by closing date, will have the opportunity to do a presentation. An individual presentation schedule will be sent to all offerors after the close of the RFP.

31. **Question:** How many DeSoto employees will be in attendance for the presentation?

Answer: Maximum of 6

32. **Question:** Is there a limit to the number of attendees for each vendor that can present?

Answer: No

33. **Question:** For the food presentation, would the District like to limit to only K-12 compliant recipes, so they get a better understanding of what is actually fed to the student population?

Answer: Yes

34. **Question:** Can the District provide the titles of the committee members, who will be in attendance for the presentation?

Answer: No

35. **Question:** Would you be able to provide an outline of what to expect from the presentation?

Answer: Yes, an evaluation criterion for the presentation will sent to all offerors who submit by the close of RFP.

36. **Question:** In regards to the SFA labor in the RFP, will you provide the fully loaded labor cost for all bidder to use in our financial model?

Answer: No

37. **Question:** Now that TDA has released the new PAL amounts for commodities, can you provide the updated number for exhibit B?

Answer: The new estimate is listed in exhibit B.

38. **Question:** Exhibit B is showing an estimate return of \$3,781,258.90, with an expense of \$855,000, which seems to be incorrect. Can the district provide and updated document?

Answer: The estimate is correct.

39. **Question:** In regards, to the SFA direct cost, will provide a number for all bidders to use in our financials models?

- Notate if any of that amount includes one-time equipment or a TDA fund balance spend down that should not be included in our annual cost

Answer

40. **Question:** Do you anticipate At Risk Supper CACFP (46,347) to remain consistent with the meals in Exhibit G or will there be changes to the after-school programs?

Answer: Yes

41. **Question:** Can SFA provide a minimum wage that all bidders should use in their labor model?

Answer: No

42. **Question:** Will the district accept digital signature on all documents or will there need to be "wet signatures.

Answer: Digital signature is ok

There are no further changes/additions at this time. If there are any questions concerning this request for bid, please contact the Purchasing Department at 972/223-6666 Ext 8702

End of Addendum