

New Britain CT RFP Questions

General Questions

1. Please provide Profit/Loss statements with full detail for the current YTD **July 2024 thru February 2025**.
 - a. Please refer to the documents included in the RFP. Additional documentation will not be provided.
2. Please provide the completed **Food Service Annual Financial Report** from the last three years showing the Year-End Actual Sales and Expenses. This is the audited Annual Income and Expenditure Report requested by the State (this information was not provided in Exhibit E). (SY2021/22, 2022/23, SY2023/24).
 - a. Please refer to the documents included in the RFP. Additional documentation will not be provided.
3. Could you specify the number of service days reported for Sales in Exhibit C (both tabs)?
 - a. Tab 1 - NBHS: Breakfast - 196, Lunch - 200
 - b. Tab 1 - K-5: Breakfast - 195, Lunch - 200
 - c. Tab 1 - M.S.: Breakfast - 196, Lunch - 200
 - d. Tab 2 - Range is 15-33
4. Will a la carte sales be allowed in additional schools?
 - a. No
5. Do all schools produce meals on site?
 - a. If not, please explain the production and delivery structure.
 - i. Not all schools produce meals on site. We have two production facilities, NBHS and HALS that ship food out to other schools
6. Does the district have an association with the boys and girls club?
 - a. yes
7. Is the Food Truck that is parked at the warehouse being utilized?
 - a. If so, please explain how it is currently being utilized.
 - b. If not, please explain if there are plans to utilize it in the future.
 - i. Currently not being used and no plans to utilize in the future
8. How many days of service do the sales listed on Schedule C represent?
 - a. Schedule C consists of the meal price list. No sales are included on this schedule
9. Please provide the total A La Carte sales per school: Adult, Catering, Vending for current SY: July 24 through YTD.
 - a. Please refer to Exhibit C which consists the sales and meal count data for the period from January 2024 - January 2025

10. Please provide a copy of both the original FSMC contract and the latest renewal and amendment agreement.
 - a. See attached
11. Are all nutritional specifications listed in the RFP and Exhibits currently in practice?
 - a. They are currently in practice but we will be expanding Halal options and Boars Head deli meat
12. Section XII of the RFP states Perpetual Inventory, is this currently in place and what system is used?
 - a. Yes, we utilize Edison
13. When completing Schedule E, Schedule D in the RFP specifies to use the current year's severe needs reimbursement rates. Please confirm you would like us to use current year and not potential severe need rate?
 - a. Yes, please use the current year rate as stated in the RFP
14. Please confirm if the performance-based cash assistance for reimbursement should be \$0.09 instead of \$0.08 as shown in Schedule D. According to the meal claim, the district is receiving \$0.09, not \$0.08.
 - a. Yes, please use \$.08.
15. Does the current FSMC own any equipment on site that would need to be replaced in transition? If, so please provide a list of these items.
 - a. The FSMC does not own any equipment
16. Who will make up your proposal evaluation committee?
 - a. Board and District Administration
17. Is the chef to schools grant included in the management requirement or will this be additional?
 - a. Yes, this is additional
18. The RFP requests in addition to the requested 7 hard copies and 1 electronic, please include an electronic redacted version. What information needs to be redacted on this version?
 - a. Proprietary information should be redacted
19. Please provide the breakfast serving hours per school?
 - a. See attached
20. Do you offer Breakfast in the Classroom? If so, what schools offer BIC.
 - a. Is there an opportunity to expand BIC to schools that are not offering it?
 - i. See attached
21. It is unusual for the FSMC to be responsible for floors. Please explain the requirement – all floors? Kitchen floors? Café floors? Equipment to clean floors?
 - a. Kitchen and serving line floors should be swept and mopped at all schools
 - b. The District will supply the equipment and chemicals for cleaning

22. At the High School, are students permitted to leave campus during lunch?
a. The students are not allowed to leave the campus during lunch
23. Are there any school building changes planned for school year 25-26 that we should consider? (openings, closures, etc.)
a. We do not have any planned opening/closing of school buildings for the 25-26 year

FSMC Labor

1. If the employees are part of a union, please provide a copy of the Collective Bargaining Agreement for cafeteria workers for SY 25-26.
a. This is proprietary information as they are not District employees
2. Please provide the total number of days each employee is working listed in Exhibit D.
a. Range from 180 - 200 days
3. Could you please provide the missing hours on Exhibit D?
a. See attached
4. How many employees are eligible for benefits, how many are taking benefits and for those taking benefits at what level?
a. This is proprietary information as they are not District employees

Summer Program

1. Please clarify the total number of days for the Summer Program for Summer 2025.
a. The District has not yet established the schedule for the 2025 Summer Program. Please refer to last year's meal claims included in the RFP documents
2. Which school sites will be utilized to provide summer meal service?
a. NBHS, Gaffney, Chamberlain, Catalyst and Solterra
3. How many managers currently work in the summer.
a. Program dependent
4. Should all FSMCs use the summer meal counts listed on Exhibit C for their projections for Summer 2025? If not, please provide the expected daily summer meals for breakfast and lunch.
a. Yes