

FSMC RFP

Questions and Answers

3-12-24

1. Can the high school students leave for lunch?

Yes, on a practical level, students can leave for lunch if their schedule permits. The NHS Assistant Principal confirms there are no expected changes to schedule for next year. See participation for recent history.

2. Are the number of service days identical for Breakfast as for Lunch? If not, please clarify the number of Breakfast service days versus Lunch service days per grade level (Elementary, Middle, and High).

No, we serve 180 days of breakfast and 180 days of lunch. On early release days lunch is grab and go.

3. In Exhibit E, the return in 2022 and 2023 were sustaining a profit and YTD there is a loss, can you please provide a more detailed P&L to explain this variance?

Please note the date of report, 2/23/24. Feb expenses had posted, and Feb claims had not been submitted. Jan claims were submitted, but not yet posted. Revenue's lag expenditures with the claiming and posting process. See trend since lunch became free to all.

4. Do you qualify for a summer meals program for the Summer of 2024? If yes, what schools will be operating summer programs.

We do an NSLP extension, but we do not qualify for SFSP. See our claims.

5. Similar to the last bid process, can you provide a total labor cost number for all vendors to use in their projections?

See YTD GL reports. You can reasonably project from there.

6. Please provide the USDA Commodity Entitlement for the current 2023-24 school year and 2024-25 school year, can we also have the diversions that were planned for 2023-24 and 2024-25 and any DOD allocations for those years.

FY24 is \$274,929.75

FY25 is projected to be approximately \$274,000 but defer to FSMC as they have more volume in dealing with the USDA than Natick.

7. Please provide the total annual cost of delivery for your commodity orders and commodity processing.

We paid Gordon's about \$10,000 in FY23. Projecting about the same for FY24.

8. Please provide the total catering sales, adult sales, and a la carte sales for the current YTD July 2023 – February 2024 and for SY2022-2023 by school.

SY 22/23			
School	Catering	adult	a la carte
Accept			
Bennett		\$45.00	\$2,679.00
Brown		\$0.00	\$1,766.00
Johnson		\$0.00	\$0.00
KMS		\$503.00	\$26,801.00
Lilja		\$0.00	\$1,047.00
Memorial		\$120.00	\$2,098.00
NHS	\$90,000.00	\$11,872.00	\$143,256.00
WMS		\$591.00	\$23,194.00

July 23-Feb24			
School	Catering	adult	a la carte
Accept			
Bennett		\$28.00	\$1,459.00
Brown		\$0.00	\$1,621.00
Johnson		\$0.00	0
KMS		\$385.00	\$13,561.00
Lilja		\$0.00	\$1,175.00
Memorial		\$8.00	\$689.00
NHS	\$57,000.00	\$6,474.00	\$84,431.00
WMS		\$945.00	\$12,308.00

9. Please provide all of the current salaried positions by title.

[See Exhibit D](#)

10. Which elementary school is closing and what school(s) will the students move to?

[Johnson School is closing on June 30,2024. There are 51 \(soon to be former Johnson\) students being relocated to other elementary schools.](#)

11. Does the district provide a vehicle for the FSMC to use?

[Yes, a box truck.](#)

12. Please provide a copy of the original and the most recent FSMC contract renewal agreement.

[See attachment.](#)

13. Is all the kitchen equipment in good working condition?

[Yes. No immediate repairs at this time.](#)

14. How many of pieces and what type of equipment is in non-working order?
New dishwasher slated to be installed at the Memorial School in April 2024.
15. Does the current FSMC own any equipment on site that would need to be replaced in a FSMC transition? If so, please provide a list of these items.
No
16. Has the district received any additional SCA funds/other grants for SYs 22/23 and 23/24 that would be considered revenue to reflect in the Financial Projections, and should anything be projected and included for 24/25?
No and no.
17. Please provide names of titles of those on the foodservice RFP committee.
Matthew Gillis, Assistant Superintendent for Finance
Karen Ghilani, Ben-Hem Principal
Allison Assencoa, Accounts Payable, School Dept
Zach Galvin, Assistant Principal, NHS
_____ School Committee or 5th Member (TBA)
18. Exhibit D indicates step rate, hours per day and number of days per year. Are there any other payroll costs that should be included in our proposal or simply the sum of wages?
NPS has been short staffed by a total of two workers for a total of 12 hours per day. Hiring food service workers has been challenging, we would fill the positions to reduce workload on current staff if we could.
19. Please confirm that there will be four extension opportunities and that the town has approved this change.
We expect going beyond 3 years will be approved at the Fall Town Meeting. Approval of DESE, School Administrators, the School Committee and having a known vendor and price should make this a straightforward confirmation for the Town Meeting members.
20. What were the total a la carte sales from SY22-23?
A La Carte Sales \$110,516
Catering \$57,000
Adult Meal Sales \$7,900
21. Is there a labor plug number for SFA employees that all FSMC's should use in their financial proposal?
Yes, see answer to question 18.

22. If a labor plug is provided, I don't necessarily need responses to questions 3-8.
[See responses.](#)
23. Are employees entitled to any additional paid days beyond the 182 or 185 listed on Exhibit D; such as PTO or holiday? [If we ask them to do extra work, we pay them for that time in accord with labor laws. See current Food Service CBA attached.](#)
24. How many employees take medical benefits?
[Four](#)
25. Of those how many are on a family plan vs single?
[Fy24 Employer Costs](#)
[1 Family plan - \\$23,670](#)
[3 Individual plans - \\$26,379](#)
26. How many employees take dental/vision benefits?
[Optional, employee pays entire premium](#)
27. Of those how many are on a family plan vs single?
[Not an employer cost](#)
28. Are the employees represented by a union?
[Yes.](#)
29. If yes, please provide the current CBA.
[See attached](#)
30. How many open positions are there currently?
[Two. See answer to question 18.](#)
31. How many hours does employee Harry Soukasian work? The schedule has 0 hours.
[Typically 4 hours per day, was out with this payroll snapshot.](#)
32. Please provide a copy of the most recent FSMC contract renewal agreement.
[See attached](#)
33. Does the High School have an open campus, senior privileges, or any other programs that allow students to leave campus during the school day? If so, what percentage of the school population can leave?
[See question and Answer # 1](#)