



Questions and Answers
for
RFP – Food Service Management Services
RFP# - 030824

1. Who is the incumbent? How many years have they partnered with KIPP Memphis?

Chartwells in the current FSMC. This is their first year with KIPP Memphis Public Schools.

2. What is the total number of operating days for the summer program?

The total number of operation days for the summer program is 22.

3. Please provide revenue for additional food service events such as banquets, parties and refreshments for meetings, catering.

The use of these services is on an “as needed” basis and requested when needed. Prior revenue is not available.

4. Can you please provide meal claims for SY 22-23 and current SY.

Please visit [Procurement — KIPP Memphis Public Schools](#) for the meal claims for SY 22-23.

5. Please provide current meal prices.

Reimbursable Breakfast w/milk - \$2.02

Reimbursable Lunch w/milk - \$3.70

Reimbursable After School Snack - \$1.08

Summer Breakfast - \$2.02

Summer Lunch - \$3.70

6. How many milk coolers does the current FSMC have and how many are in use for the current program?

2 (two) for the Henry campus and 2(two) for Howell campus.

7. Are there any immediate equipment needs that an FSMC should budget for with proposals to be submitted?

As of today, all equipment is fully functional.

8. Under the current contract what equipment does the FSMC own? Will any equipment need to be replaced if a new contract is awarded to a different vendor?

The RFP has a list of equipment that is owned by KIPP Memphis. Anything that is NOT on the list will be provided by the FSMC.

9. Can you please provide an estimated cost for repair and maintenance of equipment?

Repair and maintenance for FSMC equipment is managed and paid for by the FSMC. Repair and Maintenance for KIPP Memphis equipment is managed by KIPP Memphis and not the responsibility of the FSMC.

10. What is the annual budget for smallware items?

Smallware items should be included in the FSMC's proposal based on student count and total meals served to students throughout the school year.

11. Are you using disposable or washable trays for service? Please list by school site paper vs. plastic.

We use disposable trays at both campuses. Generally, plastic is used by the current contractor.

12. Who pays for cleaning supplies?

The FSMC provides cleaning supplies for the work being completed in the kitchen and/or serving line areas.

13. Has all equipment purchased through the FSMC in the last contract period been paid in accordance with amortization schedules?

KMPS has not purchased any equipment from the current FSMC. Any equipment purchased by the FSMC for their purposes is amortized based on their own financial plans.

14. How much money should be budgeted for all licenses, permits, and health certifications required by federal, state, and local laws?

For all licenses, permits, and certifications associated with federal, state, and local laws required by the FSMC, the FSMC should plan and budget for these items. For all licenses, permits, and certifications associated with federal, state, and local laws required by KIPP Memphis as the SFA, KIPP Memphis will plan and budget for these items.

15. Please provide a current staffing plan to include employee title, wages, hours worked by school site and benefits.

The contractor is responsible for hiring and maintaining the appropriate number of staff members to service the contract. Currently, KMPS contractor has all positions staffed.

16. What is your entitlement or commodity amount for the current school year?

Any entitlement / commodity is being directly requested and received by the current contractor, in which KMPS does not see the list of items.

17. Is this a mandatory rebid?

No. This is not a mandatory rebid.