



WOODHAVEN-BROWNSTOWN SCHOOL DISTRICT

Learning and Leading for Tomorrow

Administration Offices and Board of Education

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ADDENDUM

ADDENDUM NO: #1

RFP: Woodhaven-Brownstown School District 2018-19 FSMC RFP

Pages: 3 plus excel workbook attachment

Date: March 22, 2019

TO: All Bidders

This Addendum is issued prior to the Bid Opening to clarify the bidding documents. All requirements contained in the Contract Documents shall apply to this Addendum.

This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents issued March 12, 2019, as noted below. Receipt of this Addendum should be noted on the proposal form.

Modification of cost information tab

Tab#8 on the info section has been modified. The labor amounts have been adjusted and the woodhaven marketing allocation. The updated info section has been attached to this addendum.

Pre-Bid -questions and answers

1. On the Cost information tab #8 the district has \$10,000 for Woodhaven Marketing Allocation can you please provide additional detail on what is included in this total. **The Woodhaven Marketing Allocation was included on the Cost Information tab in error; that line was deleted and a new Information Section is attached.**
2. Can you please explain if a change has been made that has accounted for the additional growth in a la carte revenue and what that change is. **The high school PBLZ kiosk drove the growth in a la carte revenue as well as contributed to an increase in salary costs.**

3. On tab 8 projected cost information contracted services for \$162,522 and non-food supplies can you please confirm a breakdown of what is all included in these totals. **No amount was listed for contracted services. The non-food supplies amount was changed to \$191,848 and includes all charges that are not salaries or food costs.**
4. Can you please confirm the federal CLOC/Cash of \$121,501 is strictly allocated to the food service program. **Yes, that is correct.**
5. Are you anticipating an increase or decrease in enrollment for the 2019-20 school year? Please provide the anticipated enrollment for the next five years. **We are projecting flat enrollment for the next five years.**
6. Please provide the 2018 - 2019 annual cost for all licenses and permits as required by federal, state and/or local law the FMSC will be responsible for. **The district pays for the local health licenses.**
7. Please provide the POS currently being used and the total annual expenses the FMSC would be responsible for paying? **MiSTAR is the POS used in the district; there is no cost to the FSMC.**
8. Please share if current food service department employees participate in a collective bargaining agreement and if so please provide a copy of the most recent CBA. **There is no CBA in place.**
9. In respect to the hourly staff please provide the hourly wages for the positions listed in order to not affect their salaries at minimum please provide the lowest and highest wage paid in order to meet the expectation of paying the employees their current wages. **All food service staff are employees of the current FSMC and the district does not have pay information.**
10. Please share if there is an approved wage increase for the hourly employees for the 2019-20 school year. **All food service staff are employees of the current FSMC and the district does not have pay information.**
11. 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 breakfast after the bell or breakfast in the classroom. **At the elementary level, two buildings have breakfast in the classroom/hallway; at the high school, students have access to the PBLZ kiosk all day, including breakfast. All buildings serve breakfast in the cafeteria as well.**
12. Is open campus permitted at any of the buildings? **No.**
13. Are there any significant projects taking place that will impact the food service program (adding schools, renovations, etc.)? **No**
14. Can you please provide at least 2 copies of a monthly invoice from the current FMSC to SFA. **This information will only be released through the FOIA process.**

15. Are there any wellness/nutrition initiatives the FSMC should be aware of (food restrictions, new items to be added to the menu, etc.)? **No.**
16. Please provide a copy of this years budget. **The food service budget is available on the district's website.**
17. Does the high school offer a culinary program? **There is no CTE culinary program in the district.**
18. Will there be an official bid opening? **Yes, bids will be opened publicly; see the RFP for the bid opening date and time.**
19. Will there be presentations by vendors? **The district has not made a decision on presentations at this time.**