

Slide 1

**School Food Authorities (SFAs)**  
**Completing the Fixed Meal Price**  
**Food Service Management Company (FSMC)**  
**Request for Proposal (RFP) Template**

November 10, 2021  
Nebraska Department of Education  
Nutrition Services

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Slide 2

**Thank-you for joining us!**

**Housekeeping**

- Type your **name and email** in the chat box
- Mute your microphone
- Turn your camera on
- Use the chat box or unmute to ask questions
- We will also answer questions at the end



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Slide 3

**The Nutrition Services' Team working with SFA's contracting with FSMC**

All Lampan	Erica Afer	Shawn Yandacek	Laura Lutz	Jessica Hummel
Lincoln	Lincoln	Lincoln	North Platte	North Platte
				


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Slide 4

**Our Audience Today** 

- SFAs, who in SY20-21 were required to rebid but elected to non-competitively secure a one-year contract for SY21-22 with their current FSMC. Allowed through COVID-19 Child Nutrition Response Waiver #71 (released 1/6/21)
- SFAs currently in Year 4 of their FSMC Contracts in SY21-22
- SFAs interested in pursuing a FSMC in SY22-23

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Slide 5

**COVID From a USDA Waiver Perspective**

Currently **106** USDA Child Nutrition Response Waivers

**The most significant:**

- SY19-20 and SY20-21 SFA's operated the **Summer Food Service Program (SFSF)**
- SY21-22 SFA's operated the **Seamless Summer Option (SSO)** in the School Meals Programs
- **Higher rate** of federal reimbursement/meal type through USDA waivers - **SFSP PY21 Lunch: \$4.3175/Breakfast: \$2.4625; SFSP PY22 rates increase in Jan. 2022**

Have not been operating the traditional School Meals Program since March 2020

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Slide 6

**As we all know, the pandemic continues.....**



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Slide 7

**Preparing the RFP in SY21-22**

- Difficult year for SFAs to prepare the Fixed Price FSMC RFP and for FSMCs to prepare their proposals

What does the future hold for SY22-23 and the following SYs?



A return to normal School Meals operations?

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Slide 8

**Agenda for Today's Zoom – which is recorded**

- Planning for the SFA's future food service operation
- The RFP Process
- Completion of the RFP Package
- Checklist for ensuring all Charts/Exhibits are included
- Conducting the Pre-proposal Meeting
- Completing the Equipment lists by feeding site
- Questions and Answers

We will wrap up no later than 

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Slide 9

**Do Your Research/Gain Information**

Review USDA's "[Contracting with Food Service Management Companies: Guidance for School Food Service Authorities](#)"

To receive Federal Dollars must follow Federal Regulations



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Slide 10

**Planning for SY22-23 and Beyond**

This is a one year contract with the option of 4 one year renewals

The contract year: **July 1-June 30.**

Consider changes in the **next five years** that would impact your school foodservice program:

- New buildings/remodels/changes to grade configurations
- Open Campus to Closed Campus
- New Programs (Preschool Meals, After-School Care, Snack)
- Different way of operating existing programs (Grab & Go)
- Increased Farm-to-School efforts

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Slide 11

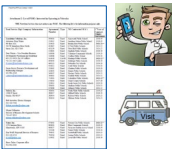
**Contact SFAs with FSMC Contracts**

40 SFAs w/FSMC contracts

5 FSMCs operating in NE

5 FSMCs interested in NE SFA's

Page 94-96 of the RFP



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Slide 12

**Get Ready, Get Set, GO...** 

Preparing the RFP

- Must be submitted to NDE no later than **January 15, 2022**
- Your assigned Specialist will work with you throughout the process
- Your responsiveness is critical in order to have a contract in place by **July 1, 2022**



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Slide 13

**Good News:** We will not be reviewing all 102 pages of the RFP/Contract. Today's focus is on areas that may need some explaining...



Follow along if you have printed the example we have previously sent



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Slide 14

**Pre-Proposal Meeting requires Mandatory Attendance**

- SFA's decision to conduct virtually or hybrid (virtual and in-person)
- If hybrid, those attending in person and virtually must be presented the same tour of the facilities
- Conducted on a school day with the FSMCs having the opportunity to view feeding sites serving all grade groups (preK-5, 6-8, 9-12).

Refer to RFP page 6 for additional information

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Slide 15

**RFP Package – Document Checklist**

**RFP Package- Document Checklist**

**Included with email sent containing RFP template and info about this training**



Check off as completed

**The following information must be submitted, as required, to SFA, L.L.C.**

**Submit A, the information:**

- 1. Copy of the state agreement on school food operations
- 2. General and the application for program in the 2024-2025 to form the Nutrition Services Request
- 3. School Food Application Form which includes:
  - General Application
  - Site Application
  - Detailed General (prior Site Application)
- 4. Summer Food Service Program
  - General Application
  - Site Application
- 5. Child Care and Head Start Program
  - General Application
  - Site Application

**Checklist includes the items as listed**

**Submit B:** Menu, 21 days of menu for all programs the 2024-2025

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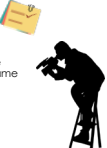
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Slide 16

**The Pre-proposal Meeting**

- Have a system in place to record who is in attendance
- If conducting a Hybrid meeting, who will be operating the camera? Probably not the same person conducting the on-site tour




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Slide 17

**The Tour**

**What to include..**

- Kitchens and storage area




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Slide 18

**The Tour**

- Focus in on large kitchen equipment: ovens, steamers, holding/brood units, etc.




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Slide 19

**The Tour**

- Food bars
- Specialty bars
- Condiment bars
- Serving lines

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Slide 20

**The Tour**

- A la carte racks/areas of a la carte sales
- School stores
- Vending

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Slide 21

**The Tour**

- Point of sale (POS)/cashier station
- Milk coolers
- How is drinking water provided?

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Slide 22




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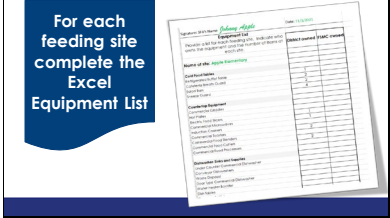


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Slide 23




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Slide 24




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Slide 25

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(1) Mail: U.S. Department of Agriculture  
Office of the Assistant Secretary  
for Civil Rights, Department of Agriculture  
Washington, DC 20250-4402

(2) Fax: (202) 849-7442; or

(3) Email: [programintake@usda.gov](mailto:programintake@usda.gov).

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Slide 26



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