Conducting the Pre-Proposal Meeting requires Mandatory Attendance

- Conducted on a school day with the FSMCs having the opportunity to view feeding sites serving all grade groups (PreK,K-5, 6-8, 9-12) and alternative feeding locations.
- All FSMC questions must be submitted in writing. All questions will be answered in writing and sent to all FSMC that attend the pre-proposal meeting.
- Have a system in place to record who is in attendance name and email address
- Provide a map/agenda for the day



Pre-Proposal Meeting Resources

Pre-Proposal Meeting Tip Sheet

- Preparation, procedures and tour guidelines

Sign-in Sheet

- The sign-in sheet must be submitted to NDE
- All asked questions with answers must be provided to all attendees on the sign-in sheet and copy your assigned NDE specialist



The Tour: Kitchens and Storage Areas











The Tour: Major Equipment

- Focus in on large kitchen equipment; ovens, steamers, holding/proof units, etc.









The Tour: Serving Areas











The Tour: A La Carte and Other Sales Areas









The Tour: POS Systems and Water Access







The Tour: Refrigeration and Warewashing




