

**Folk Arts-Cultural Treasures Charter School
Questions from Vendors and Answers**

Important Notice from FACTS to potential bidders:

There was a mathematical error on the FACTS PDE-SHP-557b Vended Meals Contract Attachments. On Tab B, the total estimated number of servings should be 81,480. A corrected version of Form PDE-SHP-557b is now on the FACTS website: <https://www.factschool.org/en/contact/>

QUESTIONS AS OF 29 APRIL 2019

Question: The Bid guarantee, i would i be submitting 5% off the price I am offering?

*Answer: The Bid Guarantee should be 5% of the total proposed contract amount. This would be something like: 81,480 (485 students * 168 days) * \$x.xx price per meal * .05.*

2) For the Bid Protest, would I only submit that if I thought something inappropriate was going on?

Answer: Yes. Posting the Bid Protest Procedures document is required by the PA Department of Education School Nutrition Program. Bid Protest Procedures are only to be used if a vendor has a complaint about how the school has conducted its bid and selection process.

3) Do you guys provide the Purchase order? Delivery ticket? and Menu Production form?

Answer: FACT is asking the bidders to provide samples of their own delivery tickets and menu production records. The intention behind this request is to learn of bidders' experience with the record keeping and nutritional requirements of the National School Lunch Program. The samples of Delivery Tickets and Menu Production Form can be examples from current contracts with other schools and do not need to be tailored to the FACTS menu.

4) The form states don't repeat General info A-M, that kind of confused me?

Answer: That is a direction to the School Food Authority (FACTS) from the PDE's standard form PDE-SNP-557a. That direction is not aimed for bidders and can be ignored by you.

5) Are the SFSP and CACFP always connected to a Lunch and or Dinner program?

Answer: This Invitation for Bid is for the National School Lunch Program only. The Child and Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP) are separate programs, and FACTS does not participate in these.

6) What exactly is the Lobbying form for?

Answer: The Invitation for Bid process for the National School Lunch Program is highly regulated. These forms are required by the Pennsylvania Department of Education, and are not prepared by FACTS. The intent seems to be to make lobbying efforts transparent. The Certification Regarding Lobbying states that the vendor has not and will not use federal funds for the purposes of lobbying and that if non-federal funds have been or will be used for lobbying, that they are disclosed.

7) Should I provide, my own menu also?

Answer: Bidders may choose to use the 21-day menu supplied by FACTS as the basis for their per meal pricing. Alternatively, bidders may choose to use their own alternate menu as long as this menu complies with the food requirements that FACTS requires such as the provision of a variety of fresh fruits and vegetables and that FACTS does not serve any pork products or shellfish.

8) Is it okay to submit my own Cash Flow form, since we are instructed to only submit the forms provided.

Answer: Do not submit your own Cash Flow Form. Evaluators will only review the forms specified in the Invitation for Bid.