

**Food Service Management Company (FSMC) for
School Food Service Program
Cost Reimbursable**

Addendum #3
April 22, 2026

**BID SPECIFICATIONS – AMENDMENTS
Change in Public Bid Opening Date**

The public bid opening will be held at the North Providence School Administration Building, 1820 Mineral Spring Avenue, North Providence, RI 02904 at 12:00 p.m. on Wednesday, April 29, 2026.

ANSWERS TO VENDOR RFP QUESTIONS

1. We understand the district is included in the current RIDE food service state contract. Please elaborate on why the district issued an RFP in lieu of purchasing the services via the state contract.

ANSWER: It was a district decision based upon policy to out to bid as a district.

2. Please provide the last three years of participation data (ADP) for breakfast, lunch, after-school snack, and any supper programs by school.

ANSWER: This question is not applicable for the proposal process.

3. Please share the last three years of financial operating statements for the child nutrition program (revenue, expenses, and ending fund balance). Please also include commodity allocation if possible.

ANSWER: This question is not applicable for the proposal process.

4. Please provide what the guaranteed return was for last fiscal year

ANSWER: \$95,000

5. Can the district provide participation trends for breakfast and lunch over the past three years and identify any challenges the district has experienced with these participation levels?

ANSWER: This question is not applicable for the proposal process.

6. Can the district share the current child nutrition fund balance and any financial goals or expectations for the program during the next contract term?

ANSWER: This question is not applicable for the proposal process.

7. Has the district conducted any recent student, parent, or staff surveys regarding the food service program, and can those results be shared with bidders?

ANSWER: There are no recent surveys.

8. Are there specific program improvements the district hopes to achieve with the next food service management partner (e.g., scratch cooking, menu variety, participation growth)?

ANSWER: No, not at this time.

8. Please confirm the current food service staffing structure, including number of employees at each building, average hours worked, wage ranges, and whether any employees are represented by a union.

ANSWER: Please refer to the spreadsheet included in the RFP, specifically, Worksheet Q1.

9. Can the district provide a list of current kitchen equipment at each site and identify any anticipated equipment replacements or capital needs?

ANSWER: There is a full kitchen at the high school. There is refrigeration and heating equipment at all other sites. We do not anticipate any equipment replacements or capital needs at this time.

10. Is there a current preventative maintenance plan in place for the district equipment? If so, please provide total amount for expense purposes.

ANSWER: We do not currently have a preventive maintenance plan for district equipment.

11. Which schools, if any, operate as production kitchens versus satellite/serving sites?

ANSWER: Only the high school has a full production kitchen.

12. Please confirm the district's identified student percentage (ISP) used for reimbursement calculations.

ANSWER: The North Providence School Department does not have any CEP schools.

13. Are there any additional programs the district would like the FSMC to expand (e.g., breakfast in the classroom, second chance breakfast, supper, fresh fruit and vegetable program)?

ANSWER: There are plans to add or expand programs at this time.

14. Is the high school campus open during lunch? If so, please describe which grade levels are able to leave during that time period.

ANSWER: Students are not allowed to leave the campus.

15. Please indicate if the district has any sustainability goals related to the food service program

ANSWER: The District complies with all state/federal laws and regulations regarding sustainability goals.

16. Do bidders have permission to use the North Providence Public Schools logo in their proposal response?

ANSWER: The District would prefer that vendors do not use the North Providence Public Schools logo.

17. What annual à la carte sales amount should all bidders use for proposal calculations?

ANSWER: Please refer to Worksheet M in the RFP.

18. What annual catering amount should all bidders use for proposal calculations?

ANSWER: Please refer to Worksheet M in the RFP

19. Please provide prior year's claim reports and YTD claims

ANSWER: Please see attached documents.

20. What was the district's commodity entitlement for FY27?

ANSWER: \$135,000

a. What processors did the district divert to for FY27?

ANSWER: Not Applicable

21. Does the District currently participate in the Fresh Fruit and Vegetable program? If so,

a. What is the grant amount per year?

ANSWER: \$108,000

b. What sites participate?

ANSWER: All 5 elementary schools

22. Does the District own any food service vehicles? If so, how many?

ANSWER: No, the District does not own any food service vehicles.

23. Should the FSMC include vehicles in their proposal? If yes, please provide the number of vehicles required and a description of the vehicle type.

ANSWER: Yes, currently One (1) box truck is provided.

24. Please provide a copy of the 21-day sample menus currently being served

ANSWER: Please refer to the North Providence website. The menus are posted there.

25. Attachment V: Additional SFA Food and Product Specifications. Does the SFA want to adhere to the specifications? Adhering to these restrictions limits the menus, for example, it would eliminate the use of any chocolate pieces in baked muffins; therefore, chocolate chip muffins would not be allowed on menus.

ANSWER: Yes, the District will adhere to the specifications at this time.

26. Please provide a copy of the current FSMC contract and the most recent amendment.

ANSWER: The current contract is part of the State Contract. A copy of the Agreement Renewal for FY26 is attached.

27. Is there a labor union involved? If so, provide union labor details and a copy of the CBA

ANSWER: Yes, there is a labor union. The CBA is between the union and the FSMC.

28. Please provide clarification on ASSP and SFSP, on page 30 in the RFP ASSP and SFSP are checked; however, Attachment N-2 does not include details. Are these services provided? If so:

a. ASSP: provide meals; number of serving days and locations

ANSWER: There are Seven (7) locations. Varies every year

b. SFSP: provide meals; number of serving days; employees incl. wage rates, hours per day, number of days worked

ANSWER: Varies per year.

29. From the District's perspective, what are the greatest challenges or pain points with the current FSMC program?

ANSWER: None.

30. At Kids Klub North Providence, breakfast is served, please list service days and any other meal services provided.

ANSWER: Only breakfast, Five (5) days per week.

31. Attachment O: States there are three sites participating in CEP, what is their ISP percentage for each location?

ANSWER: The North Providence School Department does not have any CEP schools. Please refer to question 12 above.

32. Does the District anticipate starting a snack or supper meal program?

ANSWER: No, not at this time. Please refer to question 13 above.

33. Who is expected to pay for the POS license program? Does that fall on the SFA or FSMA?

ANSWER: The SFA will pay for the POS license program.

34. At the High School, 54 meals are vended, please provide the details on how this program operates.

ANSWER: Not sure what this question is asking.

35. Can you provide enrollment for each of the following sites:

a. Rhode Island School for the Deaf 77

b. Excel Academy Rhode Island 312

c. Highlander Charter School 272

d. Doctor Day Care North Providence 17

ANSWER: Schools provide the counts daily.

36. Please provide a copy of the most recent FSMC contract renewal agreement, which typically includes the administrative and management fees being charged for the current school year.

ANSWER: The current contract is part of the State Contract. Please refer to question 26.

37. What is the amount of the financial surplus/deficit guarantee that has been provided to the NPPS for the current school year?

ANSWER: \$116,488

38. Which members of your team will be serving on the evaluation committee?

ANSWER: The District's evaluation committee will be composed of administrators, teachers and parents.

39. Please provide copies of the food service profit and loss statement for the current school year, as well as for school years 2024–2025 and 2023–2024.

40. Please provide the beginning and ending food service fund balances for the past three school years and the beginning balance of the current school year.

41. Are the current food service employees in a union? If so, please provide a copy of the union agreement.

ANSWER: Please refer to question 27.

42. Please provide claims that cover the most recent 12 months' worth of data.

ANSWER: Please refer to question 19. The reports are attached.

43. Does the school district anticipate applying for the Community Eligibility Provision (CEP) in the future?

ANSWER: The District does not anticipate applying for the Community Eligibility Provision at this time.

44. Attachment Q-2 provides benefit information for salaried personnel. However, Q-1 does not provide the salaried positions. Please provide the salaries and titles of management positions on-site.

ANSWER: The titles of management positions on-site are Director, Chef Manager, and Production Manager. Salaries and benefits are approximately \$300,000.

45. Are there any open positions that are not listed in Attachment Q-1?

ANSWER: There are no open positions listed in Attachment Q-1.

46. Are there any plans to change the meal selling prices for the upcoming school year?

ANSWER: Please refer to section 2.2 of the RFP.

47. Please provide a breakdown of the \$ 623,877.82 of catering sales listed in Attachment M.

ANSWER: This is a combination of catering events inside NPSD and vended meals to the sites listed above.

48. As it relates to the vended meals provided for local schools and programs, are those contracts with the school district or with Chartwells? Trying to understand if those agreements will stay in place if a new partner is selected.

ANSWER: The contracts are with the District and will stay in place if there is a change in the Food Service Management Company.

49. As it relates to transportation of meals to the contracted schools in the area, which party is responsible for all transportation related expenses? Which party's vehicles are being used for delivery?
ANSWER: The Food Service Management Company's vehicles are used for delivery.
50. Please describe how and when meals are produced and delivered to each school. For example, are meals prepared and delivered hot the same day, delivered cold the day prior, or a combination such as breakfast delivered cold for the following day and lunch delivered the day of service?
ANSWER: The meals are prepared and delivered daily.
51. What is the process for contracted schools to place meal orders, and how far in advance are orders typically submitted? Also, what time each day do deliveries occur at each school?
ANSWER: The meal orders are placed daily. Deliveries are made during operations.
52. Do all of the contracted schools have refrigeration and retherm equipment?
ANSWER: Yes, all of the contracted schools have refrigeration and retherm equipment.
53. Do any of your schools operate with an open campus policy for lunch? If so, which ones?
ANSWER: Please refer to question 14.
54. Please confirm 180 days should be used as the operating days for breakfast and lunch meals.
ANSWER: The RFP requires 180 operating days for breakfast and lunch.
55. Has an entitlement amount for next school year been determined? If so, what is it?
ANSWER: Please see question 20. We do not have an entitlement number for next year.
56. How many point of sale locations are open during breakfast and lunch at each school? Are these currently being operated by North Providence staff or food service workers?
ANSWER: There are 2 locations at the high school, 1 location in each of the middle schools and 1 location in each of the elementary schools. The POS locations are operated by FSMC workers.
57. Please confirm the school district will be providing and paying for the purchase, licensing, and maintenance of the point-of-sale system.
58. Please confirm which party is responsible for both the initial purchase and ongoing replacement of smallwares. Additionally, in Attachment W, both the SFA and FSMC are indicated as responsible for equipment purchases, equipment repairs, and vehicle transportation. Can you please clarify how responsibility will be determined between the two parties for these items?
ANSWER: The FSMC will notify the SFA if smallwares, equipment repairs, and vehicle transportation are necessary. The SFA will determine whether the FSMC will purchase in the case of smallwares. Regarding equipment repairs, equipment purchases or vehicle transportation the district will decide whether to purchase or repair based upon information provided by the FSMC.
59. Please provide a list of all equipment that will need to be replaced or repaired for next school year?
ANSWER: There are no equipment replacements or repairs needed at this time.
60. Please confirm FFVP, CACFP, and SFSP programs are not part of this RFP.
ANSWER: These programs are part of this RFP.

61. Does the morning schedule require students to choose between eating breakfast and participating in recess?

ANSWER: Students do not have morning recess.

62. Are there specific packaging mandates (no foam, biodegradable only, fiber, etc.) for the vended meals?

ANSWER: Vended meals must be packaged in accordance with RI State Law.

63. Are there existing vending or concession operations the FSMC will assume outside of a la carte? Additionally, is there a booster club or other entity selling food on school grounds that competes with school sales?

ANSWER: There are no existing vending or concession operations the FSMC will assume outside of a la carte. No, there are no clubs or other entities selling food on school grounds that will compete with school sales.

64. Will all school catering flow through food services or are outside vendors permitted?

ANSWER: Generally, all school catering will flow through food services. However, the District reserves the right to engage outside vendors.

65. Are you anticipating enrollment to change over the next few years at each school?

ANSWER: No, we do not anticipate an enrollment change. There will be some changes in school assignments, but we do not anticipate an enrollment change.

66. Are there any undocumented financial commitments (e.g., complimentary caterings, service concessions, back to school events, etc.) between NPPS and Chartwells that need to be considered by bidders?

ANSWER: There are no undocumented financial commitments.

67. What is the daily attendance percentage for each school?

ANSWER: Please refer to the RFP, section 3.6(12)(r) for total average daily attendance. Below please find enrollment by school:

| | |
|---------------------------------|-------|
| North Providence High School | 1,077 |
| Birchwood Middle School | 399 |
| Ricci Middle School | 402 |
| Maguire Elementary School | 399 |
| Whelan Elementary School | 266 |
| Greystone Elementary School | 323 |
| Stephen Olney Elementary School | 413 |
| Centerdale Elementary School | 233 |

68. Please provide a breakdown of the \$218,768 of SMP Revenue listed in Attachment M.

ANSWER: The SMP Revenue is a combination of adult meals, FFVP grants, catering and prior vending machine sales.

69. Based on the CEP participation being checked for three schools in Attachment O, please confirm that these three schools breakfast meals are to be listed in the severe need breakfast rate in Attachment AA-2. Also, please verify that these schools only qualify for severe need breakfast and not lunch.

ANSWER: Not applicable inside NPSD.

Please confirm receipt of Addendum #2 by email to financedirector@npsd.k12.ri.us.