

Big Spring School District
Food Service Management Company
Request for Proposal

May we get a copy of the 2019-2020 food service financial audit?

- Attachment A.

May we get a copy of the union contract if applicable?

- Not Applicable. Food service employees are not union.

May we get a copy of the current ala carte prices?

- Attachment B.

May we get a copy of your wellness policy?

- Attachment C.

May we get the Attachment 3, Projected Operating Cost form?

- Attachment D.

May we get the current labor schedule, rates, and employees who have health coverage?

- Attachment E.

Direct Certification Numbers by building pre-covid, 2018-19 and the current 2021-22 school year.

- Attachment F.

Edit checks or Claims with eligibility by building pre-covid, 2018-19, 2019-20 and for the current 2021-22 school year.

- All necessary data for the meal counts are included in the RFP.

Commodity Usage Report for 2018-2019 School Year.

- Attachment G.

The Ala Carte menus and pricing per site.

- Attachment B.

Big Spring School District
Food Service Management Company
Request for Proposal

The current FSMC labor schedule, rates, hours, positions, and benefit eligibility per staff member.

- Attachment E.

Below are some additional questions and clarifications

Should all bidders utilize the same FSMC labor numbers in their proposals?

- Yes, the labor numbers in the Attachment E represent wage estimate wages for Fiscal Year 2022-2023.

Is there a union agreement for the FSMC employees?

- No union. All employees are current FSMC employees.

Considering the last two years with covid and Seamless Summer Feeding Programs, how did you determine your average daily participation in the RFP?

- Average daily participation in the RFP is based on Fiscal Year 2018-2019.

Have there been service model changes due to covid and Seamless Summer Feeding Programs that will be staying for the next school year. Example: Breakfast in the classrooms, kiosks breakfast or other feeding models?

- No. The feeding model structure mirrors what the District has done before COVID.

BIG SPRING SCHOOL DISTRICT
Statement of Net Position – Proprietary Funds
June 30, 2021

	Food Service
ASSETS	
Current Assets	
Cash and cash equivalents	\$ 368,318
Due from other governments	50,516
Due from other funds	28,948
Other receivables	29,335
Inventory	16,190
Total current assets	<u>493,307</u>
Noncurrent Assets	
Furniture and equipment	2,085,162
Accumulated depreciation	<u>(1,258,749)</u>
Total noncurrent assets	<u>826,413</u>
Total assets	<u>1,319,720</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows related to pension liability	12,906
Deferred outflows related to OPEB liability	<u>500</u>
Total deferred outflows of resources	<u>13,406</u>
Total assets and deferred outflows of resources	<u>\$ 1,333,126</u>
LIABILITIES	
Current Liabilities	
Accounts payable	\$ 48,237
Due to other funds	60,811
Unearned revenue	<u>25,680</u>
Total current liabilities	<u>134,728</u>
Noncurrent Liabilities	
Net pension liability	71,252
OPEB liability	<u>3,124</u>
Total noncurrent liabilities	<u>74,376</u>
Total liabilities	<u>209,104</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows related to pension liability	2,913
Deferred inflows related to OPEB liability	<u>154</u>
Total deferred inflows of resources	<u>3,067</u>
NET POSITION	
Net investment in capital assets	826,413
Unrestricted	<u>294,542</u>
Total net position	<u>1,120,955</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 1,333,126</u>

BIG SPRING SCHOOL DISTRICT
Statement of Revenues, Expenses and Changes in Net Position - Proprietary Funds
Year Ended June 30, 2021

	Food Service
OPERATING REVENUE	
Food service revenues	\$ 125,625
Total operating revenues	<u>125,625</u>
OPERATING EXPENSES	
Food and milk purchases	828,297
Salaries	20,816
Employee benefits	9,921
Supplies and other expenses	15,337
Repairs and maintenance	12,353
Utilities	22,152
Depreciation	<u>42,364</u>
Total operating expenses	<u>951,240</u>
Operating (loss)	<u>(825,615)</u>
NONOPERATING REVENUES (EXPENSES)	
Interest income	20
Federal subsidies	734,275
State subsidies	<u>25,790</u>
Total nonoperating revenue	<u>760,085</u>
Income (loss) before transfers	<u>(65,530)</u>
TRANSFERS	
Interfund transfers	<u>20,196</u>
Change in net position	(45,334)
Net position - beginning	<u>1,166,289</u>
Net position - ending	<u>\$ 1,120,955</u>

BIG SPRING SCHOOL DISTRICT
Statement of Cash Flows – Proprietary Funds
Year Ended June 30, 2021

	Food Service
Cash flows from operating activities	
Cash received from food sales	\$ 86,559
Cash payments for goods and services	(833,630)
Cash payments to and on behalf of employees	(29,750)
Net cash (used) by operating activities	<u>(776,821)</u>
Cash flows from capital and related financing activities	
Purchase of equipment	<u>(32,260)</u>
Cash flows from noncapital financing activities	
Federal subsidies	662,880
State subsidies	25,790
Interfund transfers	20,196
Net cash provided by noncapital financing activities	<u>708,866</u>
Cash flows from investing activities	
Earnings on investments	<u>20</u>
Net (decrease) in cash and cash equivalents	(100,195)
Cash and cash equivalents - beginning	<u>468,513</u>
Cash and cash equivalents - ending	<u>\$ 368,318</u>
Reconciliation of income (loss) from operations to net cash provided by operating activities	
Operating (loss)	\$ (825,615)
Adjustments to reconcile operating income (loss) to net cash provides (used) by operating activities:	
Depreciation	42,364
Donated food used	71,848
(Increase) decrease in:	
Inventory	7,996
Accounts receivable	(25,107)
Increase (decrease) in:	
Interfund payables	(85,897)
Compensated absences	(11,437)
Net pension liability and related items	978
Other post-employment benefit liability and related items	9
Accounts payable	<u>48,040</u>
Total adjustments	<u>48,794</u>
Net cash (used) by operating activities	<u>\$ (776,821)</u>

2021-2022 Bulldog Cafe a la Carte Prices

MEAL SELECTIONS

Subs, Wraps & Sandwich	3.50	Yogurt Parfait w/Muffin	4.25
Sandwich/Fries or Vegetable	4.25	Vegetable/Fruit	1.40
5.3oz. PBJ Uncrustable	3.50	Grain	1.40
2.6oz. PBJ Uncrustable	2.00	8oz. Milk	.60
Breakfast Entrée	2.50	10oz. Cup of French Fries	2.00
Lunch Entrée	4.25	Visiting Child Breakfast	2.75
Fresh Fruit Cup	4.00	Visiting Child Lunch	3.70
Personal Pizza	3.50	Visiting Adult Lunch	4.25
Calzone/Flatbread/Pocket	3.50	Staff Breakfast	2.75
Bosco/Mozzarella Sticks	3.50	Staff Lunch	4.25
Condiment Pack	.25	2oz. Condiment Cup	.50

DRINK SELECTIONS

20oz. Lipton Teas	2.50	12oz. Cold Brew	3.50
8oz. Water	.60	12oz. Hot Capp/Coffee/Tea	1.50
20oz. Propel	2.50	12oz. Iced Capp/Coffee/Tea	1.75
12oz. Tropicana Fruit Juice	2.50	20oz. Aquafina	1.50
6oz. Capri Sun	1.00	12oz. Gatorade Zero	2.50
8.4oz. Izze	1.75	20oz. Swiss Drink	1.30
		10oz. Naked Juice	2.50

SNACK SELECTIONS

Cookies	.75	Bagged Snacks	1.00
Muffins	1.00	Scooby Grahams	1.00
Soft Pretzel	1.25	Mott's Fruit Gummy	1.00
Fresh Popcorn	1.00	Cereal Bar	1.25
Goldfish Crackers	1.00	Rice Krispie Treat	1.25
String Cheese	1.00	Assorted Cereal	1.25
6oz. Yogurt Cup	1.25	Large Cereal Cup	2.00
Pop Tart	1.25	2oz. Nacho Cheese Cup	.50
Beef Jerky	2.50	Turkey Stick	1.50
Chips & Nacho Cheese Sauce	1.45		

HERSHEY'S FROZEN NOVELTIES

All Ice Cream	1.50
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a la Carte pricing is meant for single purchased items. Students are encouraged to purchase a school lunch which provides a meat/meat alternative, vegetable, fruit, bread and milk.

Faculty/Staff meals include one entrée, two vegetables, two fruits and choice of Aquafina or Swiss drink.

Meal Prices	2019/20	2020/21	2021/22
Breakfast (all students)	\$1.50	\$1.50	\$1.50
Elem Lunch	\$2.70	\$2.70	\$2.75
Secondary Lunch	\$2.85	\$2.85	\$2.90
Adult Breakfast	\$2.50	\$2.50	\$2.75
Adult Lunch	\$3.90	\$4.00	\$4.25
Milk	\$0.60	\$0.60	\$0.60
YB/Headstart Lunch	\$3.10	\$3.10	\$3.50
YB/Headstart Breakfast	\$1.85	\$1.85	\$2.00



Book	Policy Manual
Section	200 Pupils
Title	School Wellness
Code	246
Status	Active
Adopted	September 1, 2005
Last Revised	September 4, 2018
Last Reviewed	June 17, 2019

Purpose

The Big Spring School District recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development and readiness to learn. The Board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education and promotion, and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement.

Authority

The Board adopts this policy based on the recommendations of the Wellness Committee and in accordance with federal and state laws and regulations.[\[1\]](#)[\[2\]](#)[\[3\]](#)

To ensure the health and well-being of all students, the Board establishes that the district shall provide to students:

1. A comprehensive nutrition program consistent with federal and state requirements.
2. Access at reasonable cost to foods and beverages that meet established nutrition guidelines.
3. Physical education courses and opportunities for developmentally appropriate physical activity during the school day.
4. Curriculum and programs for grades K-12 that are designed to educate students about proper nutrition and lifelong physical activity, in accordance with State Board of Education curriculum regulations and academic standards.

Delegation of Responsibility

The Superintendent or designee shall be responsible for the implementation and oversight of this policy to ensure each of the district's schools, programs and curriculum is compliant with this policy, related policies and established guidelines or administrative regulations.[\[2\]](#)[\[3\]](#)

Each building principal or designee shall annually report to the Superintendent or designee regarding compliance in his/her school.[\[3\]](#)

Staff members responsible for programs related to school wellness shall report to the Superintendent or designee regarding the status of such programs.

The Superintendent or designee shall annually report to the Board on the district's compliance with law and policies related to school wellness. The report may include:

1. Assessment of school environment regarding school wellness issues.
2. Evaluation of food services program.
3. Review of all foods and beverages sold in schools for compliance with established nutrition guidelines.
4. Listing of activities and programs conducted to promote nutrition and physical activity.
5. Recommendations for policy and/or program revisions.
6. Suggestions for improvement in specific areas.
7. Feedback received from district staff, students, parents/guardians, community members and the Wellness Committee.

The Superintendent or designee and the established Wellness Committee shall conduct an assessment at least once every three (3) years on the contents and implementation of this policy as part of a continuous improvement process to strengthen the policy and ensure implementation. This triennial assessment shall be made available to the public in an accessible and easily understood manner and include:[\[2\]](#)[\[3\]](#)

1. The extent to which each district school is in compliance with law and policies related to school wellness.
2. The extent to which this policy compares to model wellness policies.
3. A description of the progress made by the district in attaining the goals of this policy.

At least once every three (3) years, the district shall update or modify this policy as needed, based on the results of the most recent triennial assessment and/or as district and community needs and priorities change; wellness goals are met; new health science, information and technologies emerge; and new federal or state guidance or standards are issued.[\[3\]](#)

The district shall annually inform and update the public, including parents/guardians, students, and others in the community, about the contents, updates and implementation of this policy via the district website. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.[\[2\]](#)[\[3\]](#)

Guidelines

Recordkeeping

The district shall retain records documenting compliance with the requirements of the School Wellness policy, which shall include:[\[3\]](#)[\[4\]](#)

1. The written School Wellness policy.
2. Documentation demonstrating that the district has informed the public, on an annual basis, about the contents of the School Wellness policy and any updates to the policy.
3. Documentation of efforts to review and update the School Wellness policy, including who is involved in the review and methods used by the district to inform the public of their ability to participate in the review.

4. Documentation demonstrating the most recent assessment on the implementation of the School Wellness policy and notification of the assessment results to the public.

Wellness Committee

The district shall establish a Wellness Committee comprised of, but not necessarily limited to, at least one (1) of each of the following: School Board member, district administrator, district food service representative, student, parent/guardian, school health professional, physical education teacher and member of the public. It shall be the goal that committee membership will include representatives from each school building and reflect the diversity of the community.[2]

The Wellness Committee shall serve as an advisory committee regarding student health issues and shall be responsible for developing, implementing and periodically reviewing and updating a School Wellness policy that complies with law to recommend to the Board for adoption.

The Wellness Committee shall review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process.[3]

Advisory Health Council

An Advisory Health Council may be established by the Superintendent to study student health issues and to assist in organizing follow-up programs.[5]

The Advisory Health Council may examine related research, assess student needs and the current school environment, review existing Board policies and administrative regulations, and raise awareness about student health issues.

The Advisory Health Council may make policy recommendations to the Board related to other health issues necessary to promote student wellness.

The Advisory Health Council may survey parents/guardians and/or students; conduct community forums or focus groups; collaborate with appropriate community agencies and organizations; and engage in similar activities, within the budget established for these purposes.

The Advisory Health Council shall provide periodic reports to the Superintendent or designee regarding the status of its work, as required.

Individuals who conduct student medical and dental examinations shall submit to the Advisory Health Council annual reports and later reports on the remedial work accomplished during the year, as required by law.[5]

Nutrition Education

Nutrition education will be provided within the sequential, comprehensive health education program in accordance with curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences.[6][7][8]

Nutrition education in the district shall teach, model, encourage and support healthy eating by students. Promoting student health and nutrition enhances readiness for learning and increases student achievement.

Nutrition curriculum shall teach behavior-focused skills, which may include menu planning, reading nutrition labels and media awareness.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs.

District staff shall cooperate with agencies and community organizations to provide opportunities for appropriate student projects related to nutrition.

District schools shall offer resources about health and nutrition to encourage parents/guardians to provide healthy meals for their children.

Physical Activity

District schools shall strive to provide opportunities for developmentally appropriate physical activity during the school day for all students.

Age-appropriate physical activity opportunities, such as outdoor and indoor recess, before and after school programs, during lunch, clubs, intramurals and interscholastic athletics, shall be provided to meet the needs and interests of all students, in addition to planned physical education.

A physical and social environment that encourages safe and enjoyable activity for all students shall be maintained.

Physical Education

A sequential physical education program consistent with curriculum regulations and Health, Safety and Physical Education academic standards shall be developed and implemented. All district students must participate in physical education.[7][8][10]

Quality physical education instruction that promotes lifelong physical activity and provides instruction in the skills and knowledge necessary for lifelong participation shall be provided.

Physical education classes shall be the means through which all students learn, practice and are assessed on developmentally appropriate skills and knowledge necessary for lifelong, health-enhancing physical activity.

A comprehensive physical education course of study that focuses on providing students the skills, knowledge and confidence to participate in lifelong, health-enhancing physical activity shall be implemented.

A varied and comprehensive curriculum that promotes both team and individual activities and leads to students becoming and remaining physically active for a lifetime shall be provided in the physical education program.

Other School Based Activities

Safe drinking water shall be available and accessible to students, without restriction and at no cost to the student, at all meal periods and throughout the school day.[11][12][13][14]

Nutrition professionals who meet hiring criteria established by the district and in compliance with federal regulations shall administer the school meals program. Professional development and continuing education shall be provided for district nutrition staff, as required by federal regulations.[9][15][16][17]

District schools shall provide adequate space, as defined by the district, for eating and serving school meals.

Students shall be provided a clean and safe meal environment.

Meal periods shall be scheduled at appropriate hours, as required by federal regulations and as defined by the district.[11]

Access to the food service operation shall be limited to authorized staff.

Nutrition content of school meals shall be available to students and parents/guardians.

Fundraising projects submitted for approval shall be supportive of healthy eating and student wellness.

Nutrition Guidelines for All Foods/Beverages at School

All foods and beverages available in district schools during the school day shall be offered to students with consideration for promoting student health and reducing obesity.

Foods and beverages provided through the National School Lunch or School Breakfast Programs shall comply with established federal nutrition standards.[\[11\]](#)[\[12\]](#)[\[15\]](#)[\[16\]](#)

Competitive Foods -

Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.[\[3\]](#)[\[18\]](#)[\[19\]](#)

Competitive foods are defined as foods and beverages offered or sold to students on school campus during the school day, which are not part of the reimbursable school breakfast or lunch.

For purposes of this policy, school campus means any area of property under the jurisdiction of the school that students may access during the school day.[\[3\]](#)[\[18\]](#)

For purposes of this policy, school day means the period from midnight before school begins until thirty (30) minutes after the end of the official school day.[\[3\]](#)[\[18\]](#)

The district may impose additional restrictions on competitive foods, provided that the restrictions are not inconsistent with federal requirements.[\[18\]](#)

Fundraiser Exemptions -

Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations.[\[20\]](#)

The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. Exempt fundraisers are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.[\[18\]](#)

The district may establish administrative regulations to implement fundraising activities in district schools, including procedures for requesting a fundraiser exemption.

All foods and beverages provided, but not sold to students during the school day shall be consistent with the following standards:

1. Provided with consideration for promoting student health and reducing obesity;
2. Include healthy alternatives whenever possible; and
3. Minimize foods or beverages with added sugar as a primary ingredient.

If the offered competitive foods do not meet or exceed the Smart Snacks in School nutrition standards, the following standards shall apply:

1. Rewards and Incentives:
 - a. Foods and beverages shall not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.).

2. Classroom Parties and Celebrations:

- a. Classroom parties/celebrations with food/beverages shall be limited to no more than one (1) per month in each classroom.
- b. Parents/Guardians shall be informed through newsletters or other efficient communication methods that foods/beverages should only be brought in when requested for scheduled parties.
- c. Classroom parties shall offer a minimal amount of foods (maximum 2-3 items) containing added sugar as the primary ingredient (e.g., cupcakes, cookies) and will provide the following:
 - i. Fresh fruits/vegetables; and
 - ii. Water, 100 percent juice, 100 percent juice diluted with water, low-fat milk or nonfat milk.
- d. When possible, foods/beverages for parties and celebrations shall be provided by the food service department to help prevent food safety and allergy concerns.
- e. Food celebrations shall not occur until thirty (30) minutes after the end of the last lunch period.

The district shall provide a list of suggested nonfood ideas and healthy food and beverage alternatives to parents/guardians and staff, which may be posted via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods.

The district shall establish Board policy and administrative regulations to address food allergy management in district schools.

Safe Routes to School

The district shall assess and, to the extent possible, implement improvements to make walking and biking to school safer and easier for students.

The district shall cooperate with local municipalities, public safety agency, police departments and community organizations to develop and maintain safe routes to school.

Legal

1. 24 P.S. 1422.1
2. 42 U.S.C. 1758b
3. 7 CFR 210.31
4. 7 CFR 210.15
5. 24 P.S. 1422
6. 24 P.S. 1513
7. Pol. 102
8. Pol. 105
9. Pol. 808
10. 24 P.S. 1512.1
11. 7 CFR 210.10
12. 7 CFR 220.8
13. 24 P.S. 701
14. 24 P.S. 742
15. 42 U.S.C. 1751 et seq
16. 42 U.S.C. 1773
17. 7 CFR 210.30
18. 7 CFR 210.11
19. 7 CFR 220.12
20. Pol. 229
21. 24 P.S. 504.1
22. Pol. 209.1
- 24 P.S. 1337.1
- 24 P.S. 1422.3
- P.L. 111-296
- 7 CFR Part 210
- 7 CFR Part 220
- Pol. 103
- Pol. 103.1

SNP Cost Reimbursable Projected Operating Costs

SFA : _____
FSMC: _____

Contract Begin Date _____
 Contract End Date 06/30/2023
 Days of Service _____

Section 1 - Actual "In-School" Revenue

To be completed by SFA (include SSO Reimbursements, if applicable)

<u>BREAKFASTS:</u>	<u>MEALS</u>	<u>RATES</u>	<u>REVENUE</u>
Elementary Paid			
Elementary Tiered Paid			
Elementary Reduced Price			
Middle Paid			
Middle Tiered Paid			
Middle Reduced Price			
Secondary Paid			
Secondary Tiered Paid			
Secondary Reduced Price			
Adult Paid			
A la Carte Sales			

Subtotal Breakfasts _____

<u>LUNCHES:</u>	<u>MEALS</u>	<u>RATES</u>	<u>REVENUE</u>
Elementary Paid			
Elementary Tiered Paid			
Elementary Reduced Price			
Middle Paid			
Middle Tiered Paid			
Middle Reduced Price			
Secondary Paid			
Secondary Tiered Paid			
Secondary Reduced Price			
Adult Paid			
A la Carte Sales			

Subtotal Lunches _____

<u>SNACKS/SUPPLEMENTS:</u>	<u>MEALS</u>	<u>RATES</u>	<u>REVENUE</u>
Paid			
Reduced Price			
Adult Paid			
A la Carte Sales			

Subtotal Snacks/Supplements _____

<u>OTHER:</u>	<u>MEALS</u>	<u>RATES</u>	<u>REVENUE</u>
Special Milk			
Vending Machine Sales			

Subtotal Other _____

Total "In-School" Revenue				
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SNP Cost Reimbursable Projected Operating Costs

SFA Name: _____

Contract Begin Date: _____

<u>Section 2 - Federal Reimbursements</u>			
To be completed by SFA (include SSO Reimbursements, if applicable)			
<u>BREAKFASTS:</u>	<u>MEALS</u>	<u>RATES</u>	<u>Reimbursements</u>
Free			
Free, Severe Need			
Reduced			
Reduced, Severe Need			
Paid			
Subtotal Breakfasts			_____
<u>HIGH RATE LUNCHES:</u>			
Free			
Reduced			
Paid			
Subtotal High Rate Lunches			_____
<u>LOW RATE LUNCHES:</u>			
Free			
Reduced			
Paid			
Subtotal Low Rate Lunches			_____
<u>SNACKS/SUPPLEMENTS:</u>			
Free			
Reduced			
Paid			
Subtotal Snacks/Supplements			_____
<u>SPECIAL MILK:</u>			
Paid			
Subtotal Special Milk			_____
<u>Performance Based Reimbursement (if certified):</u>			
Lunches			
Subtotal Performance Based Reimbursement			_____
Total Federal Reimbursement			

SNP Cost Reimbursable Projected Operating Costs

SFA Name: _____

Contract Begin Date: _____

Section 3 - State Reimbursements

To be completed by SFA (include SSO Reimbursements, if applicable)

<u>BREAKFASTS:</u>	<u>MEALS</u>	<u>RATES</u>	<u>Reimbursements</u>
Free			
Free, Severe Need			
Reduced			
Reduced, Severe Need			
Paid			
Subtotal Breakfasts			
<u>LUNCHES:</u>			
Free			
Reduced			
Paid			
Additional amount for Lunch if Breakfast participation <=20%			
Additional amount for Lunch if Breakfast participation >20%			
Subtotal Lunches			

Total State Reimbursement

Section 4 - Other Income

To be completed by SFA

- Other Income: Internal Catering (Special Functions)
- Other Income: External Catering (To Outside Organizations)
- Other Income: Sponsor-to-Sponsor Agreements (Sold to other Sponsors of Child Nutrition Programs)
- Interest Income

Total Other Income

Revenue Summary

- Total "In-School Revenue"
- Total All Reimbursements
- Total Other Income

Total Revenue

Commodity Usage @		
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SNP Cost Reimbursable Projected Operating Costs

SFA Name: _____

Contract Begin Date: _____

Section 5 - Meal Equivalents

A la Carte Meal Equivalents

Federal reimb. - free, high lunch
 Federal reimb. - free, low lunch
 Performance Based reimb.
 State reimb. - free, lunch
 Commodity Usage
Total

A la carte revenue
 Adult meal revenue
 Vending Sales _____

Meal Equivalents
Reimbursable Meals _____
Total Meals

Section 6 - SFA Costs

To be completed by SFA (if applicable)

EXPENSES:

TOTAL COST

Direct Labor and Benefits

SFA Labor Costs (must equal to grand total on Attachment 6)
 SFA Fringe Costs (must equal to grand total on Attachment 7)

Subtotal Labor and Benefits _____

Direct Costs (Must itemize)

Subtotal Direct Costs _____

Indirect Costs (Must Itemize)

Subtotal Indirect Costs _____

Subtotal SFA Costs

SNP Cost Reimbursable Projected Operating Costs

SFA Name: _____

Contract Begin Date: _____

<u>Section 7 - FSMC Costs</u>	
To be completed by FSMC	
<u>EXPENSES:</u>	<u>TOTAL COST</u>
Food Costs-Including Commodities	
Enter the amounts of food and milk purchased and received. Include the Commodity Distribution Assessment Fee, Commodity Value and Bonus Commodity Value (Do not include rebates, discounts and credits)	
Less: Commodity Usage	Subtotal Food Costs _____
Commodity Delivery Charge	
Direct Labor and Benefits	
FSMC Labor Costs (must equal grand total on Attachment 4)	
FSMC Fringe Costs (must equal grand total on Attachment 5)	
	Subtotal Labor and Benefits _____
Direct Costs	
Accounting	
Background Checks, Fingerprinting, and/or Drug Testing	
Car/Truck Rental and/or Mileage	
China, Silverware, Glassware	
Cleaning and Janitorial Supplies	
Computer and Technology	
Courier Services (Air & Ground)	
Dues/Subscriptions	
Employee Meals	
Employee Recruitment and Advertising	
Equipment Depreciation/Rental/Buy Back Investment	
Equipment Maintenance	
Equipment Repairs	
Equipment Replacement - Expendable	
Freight and Delivery Charges	
Insurance (Liability, Workman's Compensation, Vehicle, etc.)	
Licenses and/or Permits	
Office Supplies and Printing	
Paper Products and Disposable Supplies	
Payroll Processing	
Performance Bond	
POS Systems, Support and Service	
Postage	
Promotional Materials (Program Specific)	
Smallware/Replacement Wares	

SNP Cost Reimbursable Projected Operating Costs

SFA Name: _____

Contract Begin Date: _____

Section 7 - FSMC Costs (continued)

- Staff Training and Certification
- Storage Costs (Food and/or supplies)
- Taxes (sales and other)
- Telephone, including Mobile and Internet
- Tickets, tokens
- Trash Removal and Pest Control
- Uniforms, Linens, and Laundry
- Vending Rental
- Wellness Programs and materials

Subtotal Direct Costs _____

Other Costs included in the RFP (Section Q) required of the FSMC by the SFA (Must Itemize)

Subtotal Other Costs _____

- Internal Catering (Special Functions)
- External Catering (To Outside Organizations)
- Sponsor-to-Sponsor (Sold to other Sponsors of Child Nutrition Programs)

Administrative Fee: Cannot include any costs already covered in other categories. Documentation must be provided outlining all methodologies used to calculate the Administrative Fee on Attachment 9.

Billed Over: _____ **Fees charged on the basis of:**

- flat fee
- flat fee
- flat fee
- flat fee
- per-meal fee

Reimb. Meals Plus Equivalents:
Per-Meal Rate: (if applicable) _____
Total per-meal fees: _____

Subtotal Administrative Fee _____

FSMC Management Fee (enter the fee that will be charged to manage the program)

Billed Over: _____ **Fees charged on the basis of:**

- flat fee
- per-meal fee

Reimb. Meals Plus Equivalents:
Per-Meal Rate: (if applicable) _____
Total per-meal fees: _____

Subtotal Management Fee _____

SNP Cost Reimbursable Projected Operating Costs

SFA Name: _____

Contract Begin Date: _____

Section 7 - FSMC Costs (continued)

Subtotal FSMC Costs

Less Rebates, Discounts and Applicable Credits (Enter as a negative number)

Total FSMC Costs _____

Select whether there is a Guarantee

Guarantee to SFA - If there is a Guarantee, documentation must be provided outlining all formulas, methodologies and contingencies on Attachment; regardless of Guarantee amount.

Section 8 - Contract Summary

SUMMARY

Total Revenue

SFA Costs

Total FSMC Costs

School Nutrition Program - Profit or (Loss)

FSMC Labor

Labor to be completed by FSMC for FSMC Staff
Worksheet must accurately reflect any and all employees employed by the FSMC

FSMC:

For SFA: **Big Spring School District**

Site Name	Position	Hourly Rate	Daily Hours	# of Days Paid	Total Wages
High School	Lead	\$ 18.75	8.00	192	\$ 28,800.00
High School	Food Service Worker	\$ 12.88	7.00	190	\$ 17,130.40
High School	Food Service Worker	\$ 14.27	6.00	190	\$ 16,267.80
High School	Food Service Worker	\$ 13.70	5.50	190	\$ 14,316.50
High School	Food Service Worker	\$ 13.34	6.00	190	\$ 15,207.60
High School	Food Service Worker	\$ 14.01	5.50	190	\$ 14,640.45
High School	Food Service Worker	\$ 14.27	6.00	190	\$ 16,267.80
High School	Food Service Worker	\$ 13.70	5.00	190	\$ 13,015.00
High School	Food Service Worker	\$ 12.62	4.25	190	\$ 10,190.65
Middle School	Lead	\$ 16.74	8.00	192	\$ 25,712.64
Middle School	Food Service Worker	\$ 13.70	6.00	190	\$ 15,618.00
Middle School	Food Service Worker	\$ 13.03	6.00	190	\$ 14,854.20
Middle School	Food Service Worker	\$ 13.34	4.00	190	\$ 10,138.40
Middle School	Food Service Worker	\$ 13.80	4.00	93	\$ 5,133.60
Mount Rock Elementary School	Lead	\$ 17.97	7.50	192	\$ 25,876.80

Sub Total: \$ 243,169.84

Enter on Summary of FSMC Labor

FSMC Labor

Labor to be completed by FSMC for FSMC Staff
 Worksheet must accurately reflect any and all employees employed by the FSMC

FSMC:

For SFA: **Big Spring School District**

Site Name	Position	Hourly Rate	Daily Hours	# of Days Paid	Total Wages
Mount Rock Elementary School	Food Service Worker	\$ 12.88	6.00	190	\$ 14,683.20
Mount Rock Elementary School	Food Service Worker	\$ 13.34	5.00	190	\$ 12,673.00
Newville Elementary School	Lead	\$ 17.30	7.50	192	\$ 24,912.00
Newville Elementary School	Food Service Worker	\$ 13.70	5.00	114	\$ 7,809.00
Newville Elementary School	Food Service Worker	\$ 13.70	5.00	190	\$ 13,015.00
Newville Elementary School	Food Service Worker	\$ 14.27	5.00	76	\$ 5,422.60
Oak Flat Elementary School	Lead	\$ 16.89	7.00	192	\$ 22,700.16
Oak Flat Elementary School	Food Service Worker	\$ 13.34	5.00	190	\$ 12,673.00
Oak Flat Elementary School	Food Service Worker	\$ 13.80	5.00	190	\$ 13,110.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00

Sub Total: \$ 126,997.96

Enter on Summary of FSMC Labor

Summary of FSMC Labor

Enter the subtotals from the FSMC Labor Worksheets.

FSMC:

For SFA: Big Spring School District

Subtotal Page 1	\$ 243,169.84
Subtotal Page 2	\$ 126,997.96
Subtotal Page 3	
Subtotal Page 4	
Subtotal Page 5	
Subtotal Page 6	
Subtotal Page 7	
Subtotal Page 8	
Subtotal Page 9	
Subtotal Page 10	
Subtotal Page 11	
Subtotal Page 12	
Subtotal Page 13	
Subtotal Page 14	
Subtotal Page 15	
Subtotal Page 16	
Subtotal Page 17	
Subtotal Page 18	
Subtotal Page 19	
Subtotal Page 20	

Total: \$ 370,167.80

For Fixed Price Contracts

Number of Meals

Cost Per Meal

FSMC Benefits

Fringe Benefits to be completed by FSMC for FSMC Staff
Worksheet must accurately reflect any and all employees employed by the FSMC.

FSMC:

For SFA: Big Spring School District

Site Name	Position	PLACE AN X IN THE APPROPRIATE BOXES												Total Fringe Benefits		
		Single	Single + 1	Family	Dental	Disability	Hospitalization	Life	Longevity or Annuity	Retirement	Social Security	Unemployment	Vision		Worker's Comp	Other
Big Spring High School	Lead							X			X	X	X			
Big Spring High School	Food Service Worker							X			X	X	X			
Big Spring High School	Food Service Worker							X			X	X	X			
Big Spring High School	Food Service Worker							X			X	X	X			
Big Spring High School	Food Service Worker							X			X	X	X			
Big Spring High School	Food Service Worker							X			X	X	X			
Big Spring High School	Food Service Worker	X						X			X	X	X			
Big Spring High School	Food Service Worker							X			X	X	X			
Big Spring High School	Food Service Worker							X			X	X	X			
Big Spring Middle School	Lead															
Big Spring Middle School	Food Service Worker	X						X			X	X	X			
Big Spring Middle School	Food Service Worker							X			X	X	X			
Big Spring Middle School	Food Service Worker							X			X	X	X			
Big Spring Middle School	Food Service Worker							X			X	X	X			
Mount Rock Elementary School	Lead							X				X	X			

Sub Total: \$ 0.00

**Enter on Summary
of FSMC Fringe Benefits**

FSMC Benefits

Fringe Benefits to be completed by FSMC for FSMC Staff
Worksheet must accurately reflect any and all employees employed by the FSMC.

FSMC:

For SFA: Big Spring School District

Site Name	Position	PLACE AN X IN THE APPROPRIATE BOXES												Total Fringe Benefits			
		Single	Single +1	Family	Dental	Disability	Hospitalization	Life	Longevity or Annuity	Retirement	Social Security	Unemployment	Vision		Worker's Comp	Other	
Mount Rock Elementary School	Food Service Worker	X						X			X	X	X	X	X		
Mount Rock Elementary School	Food Service Worker							X			X	X	X	X	X		
Newville Elementary School	Lead							X			X	X	X	X	X		
Newville Elementary School	Food Service Worker	X			X			X			X	X	X	X	X		
Newville Elementary School	Food Service Worker							X			X	X	X	X	X		
Newville Elementary School	Food Service Worker							X			X	X	X	X	X		
Oak Flat Elementary School	Lead			X				X			X	X	X	X	X		
Oak Flat Elementary School	Food Service Worker							X			X	X	X	X	X		
Oak Flat Elementary School	Food Service Worker							X			X	X	X	X	X		

Sub Total: \$ 0.00

Enter on Summary
of FSMC Fringe Benefits

Summary of FSMC Fringe Benefits

Enter the subtotals from the FSMC Fringe Benefits Worksheets.

FSMC:

For SFA: Big Spring School District

Subtotal Page 1	
Subtotal Page 2	
Subtotal Page 3	
Subtotal Page 4	
Subtotal Page 5	
Subtotal Page 6	
Subtotal Page 7	
Subtotal Page 8	
Subtotal Page 9	
Subtotal Page 10	
Subtotal Page 11	
Subtotal Page 12	
Subtotal Page 13	
Subtotal Page 14	
Subtotal Page 15	
Subtotal Page 16	
Subtotal Page 17	
Subtotal Page 18	
Subtotal Page 19	
Subtotal Page 20	

Total: \$ 0.00

For Fixed Price Contracts

Number of Meals

Cost Per Meal

Student Eligibility

Generated on: 6/6/2019 11:18:59 AM
 Area: None
 Site: All

BIG SPRING SCHOOL DISTRICT
 As of: 5/31/2019

Site	Free								Reduced				Paid				Total	%			% Eco Dis
	DC	Direct Approvals	Income	Categorical	Foster	Other	Total	% DC	DCMA	Income	Other	Total	No App	Denied	Other	Total		% Free	% Red	% Paid	
BIG SPRING SCHOOL DISTRICT																					
1674 MIFFLIN EL SCH	53	0	2	0	0	0	55	96.36	0	2	0	2	17	2	0	19	76	72.37	2.63	25.00	75.00
1676 NEWVILLE EL SCH	153	1	19	0	0	0	173	88.44	0	19	0	19	163	3	2	168	360	48.06	5.28	46.67	53.33
1677 BIG SPRING HS	205	2	27	0	0	0	234	87.61	0	26	0	26	532	10	4	546	806	29.03	3.23	67.74	32.26
6326 BIG SPRING MS	179	0	24	3	0	0	206	86.89	0	29	3	32	332	9	2	343	581	35.46	5.51	59.04	40.96
7355 OAK FLAT EL SCH	104	2	12	0	1	0	119	87.39	0	12	0	12	244	11	1	256	387	30.75	3.10	66.15	33.85
7951 MT ROCK ELEMENTARY SCHOOL	107	0	16	0	0	0	123	86.99	0	10	0	10	246	11	1	258	391	31.46	2.56	65.98	34.02
Total:	801	5	100	3	1	0	910	88.02	0	98	3	101	1,534	46	10	1,590	2,601	34.99	3.88	61.13	38.87

Note:
DC (Free): SNAP, TANF, FDIPIR, Foster, Medicaid
DCMA(Reduced): Medicaid
Direct Approvals: Migrant, Homeless, Runaway, RCCI, Foster, Principal Approval, State Funded Pre-K
Income (Free/Reduced): Applications approved based on Income

Categorical (Free): Applications approved based on SNAP/TANF/FDIPIR case numbers
Eco Dis: Economically Disadvantaged, ((Free + Reduced) / Total)
Other (Free/Reduced/Paid): All other eligibility reasons not previously specified

Report Selections:
 Report Type: Summary

Student Eligibility

BIG SPRING SCHOOL DISTRICT

As of: 2/2/2022

Site	Free								Reduced					Paid				Total				% Eco Dis
	DC	Direct Approvals	Income	Categorical	Foster	Other	Total	% DC	DCMA	Direct Approvals	Income	Other	Total	No App	Denied	Other	Total		% Free	% Red	% Paid	
BIG SPRING SCHOOL DISTRICT																						
1674 MIFFLIN EL SCH	24	1	0	0	0	0	25	96.00	0	0	0	0	0	13	0	0	13	38	65.79	0.00	34.21	65.79
1676 NEWVILLE EL SCH	162	0	3	0	0	0	165	98.18	0	0	3	0	3	190	7	0	197	365	45.21	0.82	53.97	46.03
1677 BIG SPRING HS	251	1	8	0	0	0	260	96.54	0	0	12	0	12	515	10	1	526	798	32.58	1.50	65.91	34.09
6326 BIG SPRING MS	203	0	6	0	0	0	209	97.13	0	0	11	0	11	368	9	0	377	597	35.01	1.84	63.15	36.85
7355 OAK FLAT EL SCH	138	0	2	0	0	0	140	98.57	0	0	4	0	4	236	4	0	240	384	36.46	1.04	62.50	37.50
7951 MT ROCK ELEMENTARY SCHOOL	113	0	1	0	0	0	114	99.12	0	0	5	0	5	222	5	0	227	346	32.95	1.45	65.61	34.39
Total:	891	2	20	0	0	0	913	97.59	0	0	35	0	35	1,544	35	1	1,580	2,528	36.12	1.38	62.50	37.50

Note:**DC (Free):** SNAP, TANF, FDPIR, Foster, Medicaid**DCMA(Reduced):** Medicaid**Direct Approvals:** Migrant, Homeless, Runaway, RCCI, Foster, Principal Approval, State Funded Pre-K**Income (Free/Reduced):** Applications approved based on Income**Categorical (Free):** Applications approved based on SNAP/TANF/FDPIR case numbers**Eco Dis:** Economically Disadvantaged, ((Free + Reduced) / Total)**Other (Free/Reduced/Paid):** All other eligibility reasons not previously specified**Report Selections:**

Report Type: Summary

Selected Grade: EE, PK, KG, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, NA, Grade Not Specified

**Pennsylvania Department of Agriculture
Bureau of Food Assistance**

Agency Summary

July 2018 - June 2019

**BIG SPRING SCHOOL DISTRICT
45 MT ROCK ROAD
NEWVILLE, PA 17241-0000**

Account:	BIG SPRING SCHOOL DISTRICT	Agreement:	2-06-21-050	Status:	Active
Contact:	MICHELLE MORGAN	Phone:	717-776-2423	Dept. of Ed. ID:	115-21-050-3
Federal ID:	23-6005298	Entitlement:	\$74,195.10	Meal Count:	2019 - 211,986

DOD Fresh (DOD Fresh)

DOD Fresh	Dollar Value
Budget Year Starting: 2018	\$27,810.00

DOD Fresh Total \$27,810.00

Distributor Cases (Brown Box / Processed)

Commodity	Storage	Package	Units Received	Value Received
100019 - CHEESE AMERICAN WHITE SLC	Refrigerated	6/5 lb	13	\$696.60
100101 - CHICKEN DICED FRZ	Frozen	40 lb ctn	18	\$1,460.44
100117 - CHICKEN FAJITA STRIPS FRZ	Frozen	30 lb ctn	29	\$1,521.34
100134 - BEEF CRUMBLES W/SPP COOKED FRZ	Frozen	4/10 lb pkg/ctn	1	\$97.05
100212 - MIXED FRUIT EX LT SYRUP CND	Dry	6/#10 can	41	\$1,122.92
100219 - PEACHES SLC EX LT SYRUP CND	Dry	6/#10 can	35	\$890.10
100220 - PEACHES DICED EX LT SYRUP CND	Dry	6/#10 can	60	\$1,740.60
100225 - PEARS DICED EX LT SYRUP CND	Dry	6/#10 can	45	\$1,151.40
100241 - PEACH CUP FRZ	Frozen	96/4.4 oz cups	38	\$1,470.02
100256 - STRAWBERRY CUP FRZ	Frozen	96/4.5 oz cups	35	\$1,505.35
100277 - ORANGE JUICE SINGLES FRZ	Frozen	70/4 oz ctn	50	\$625.55
100301 - CRANBERRY DRIED 5	Dry	5/5#	5	\$289.05
100330 - SALSA CND	Dry	6/#10 can	1	\$17.87
100351 - BEANS GREEN FRZ	Frozen	30 lb ctn	8	\$126.80
100396 - PEANUT BUTTER SMOOTH CND	Dry	6/5 lb (cans or	2	\$64.16
110473 - BROCCOLI FLORETS FRZ	Frozen	30 lb ctn	66	\$2,789.63
110723 - CRANBERRIES DRIED	Dry	300/1.16oz	1	\$44.56
110763 - PEAS FRZ	Frozen	12/2.5lbs	13	\$246.22
110859 - MIXED BERRIES FRZ CUP	Frozen	96/4 oz cup	35	\$1,200.94
110860 - STRAWBERRIES SLC FRZ	Frozen	6/5lb	7	\$236.46

**Pennsylvania Department of Agriculture
Bureau of Food Assistance**

Agency Summary

July 2018 - June 2019

Account: BIG SPRING SCHOOL DISTRICT

Agreement: 2-06-21-050

Status: Active

Distributor Cases (Brown Box / Processed)

Commodity	Storage	Package	Units Received	Value Received
110871 - MIXED VEGETABLES FZN	Frozen	30 LB CTN	14	\$270.15
Distributor Cases Total			517	\$17,567.21

Processor Pounds (Brown Box / Processed)

Commodity	Storage	Package	Units Received	Value Received
100047 - EGGS LIQUID WHOLE BULK	Refrigerated	Bulk Tanker	1,247.51	\$722.90
100103 - CHICKEN LARGE BIRDS BULK	Refrigerated	Bulk lbs	8,899.19	\$8,153.63
100124 - TURKEY BULK	Refrigerated	Bulk lbs	3,834.98	\$4,356.46
100154 - BEEF COARSE GROUND	Frozen	60lb ctn	395.42	\$890.58
100332 - TOMATO PASTE BULK	Dry	2850 lb totes	566.63	\$233.27
100418 - FLOUR BHW UNBL BULK	Dry	Bulk	2,764.44	\$555.59
100420 - FLOUR BHW HRTH UNBL BULK	Dry	Bulk	1,457.14	\$326.53
100443 - OIL VEGETABLE BULK	Dry	Bulk	58.20	\$25.00
100506 - POTATOES BULK	Frozen	Bulk lbs	34,720.54	\$4,344.38
110227 - POTATOES DEHYDRATED BULK	Frozen	Bulk lbs	3,408.00	\$272.18
110242 - CHEESE NATURAL AMERICAN BLK	Refrigerated	500 lb Barrel	2,532.18	\$4,118.51
110244 - CHEESE MOZZ LMPS BULK	Refrigerated	Processor Pack	2,635.52	\$4,281.68
110700 - PEANUTS RAW SHELLED	Dry	Bulk	1,882.86	\$917.00
Processor Pounds Total			64,402.61	\$29,197.71

Total USDA Commodity Value \$74,574.92