

Sanitation bid Questions – March 28, 2021

Question: Firstly, is there a copy of a previously awarded bid that you can share?

MSBG Response: All current bids may be found at <https://www.massbuyinggroup.com/bids-and-rfps.html>. The current Sanitation and Ware washing price sheet is at the bottom of the page.

Question: Can you elaborate on the HACCP documentation that the bid refers to? On the FDA's website they have some definitions of what it could be but no clear cut answer. I would like an example of this if possible.

MSBG Response: The IFB is seeking a vendor who is knowledgeable in the requirements of HACCP as they pertain to school nutrition operations. Although we encourage competition and new vendors participating, the IFB is clear about the expectations of the services to be provided. Any successful bidder needs to be an authority on the HACCP to assist the director in ensuring compliance, and the group shall require proof of this experience and possible references if a vendor is new to the process. An overview of HACCP based food safety programs for schools may be found at https://fns-prod.azureedge.net/sites/default/files/Food_Safety_HACCPGuidance.pdf

Question: Similarly, there is mention of ServSafe certification courses provided at a fee. Could you elaborate on which courses you are referring to, and whether those are to be tied into the cost for each district as they each likely have varied staff numbers, none of which are available in the bid docs? Again, previous examples would be extremely helpful.

MSBG Response: ServSafe is the industry standard food safety training program that is well known to anyone in the industry. Specifically, the ServSafe Food Protection Manager Certification Exam is accredited by the American National Standards Institute (ANSI) Conference for Food Protection (CFP). The IFB is seeking a vendor who is knowledgeable about food safety as it pertains to school nutrition operations and the group shall require proof of this experience and possible references if a vendor is new to the process. Information about the certification may be found at <https://www.servsafe.com/>, however any successful bidder will already be aware of this.

MSBG has attempted to the best of its ability to list the staffing information for each participating district, however a few districts have not provided it to us. The number of staff is available for most districts in both Attachment 1 - 2021 MSBG Sanitation Bid as well as Attachment 2 - School and District List. The fee would be per employee.

Question: Is there a general bid form that goes over more product specifics such as type and size? Bulk vs. gal, etc. There are several schools in the bid documents who mention needing laundry products but again there are no requested type or quantities listed.

MSBG Response: In Section 7, Deliverables, the group recites all required products and services. Any other needs required by specific districts and listed on Attachment 2 - School and District List are generally covered by the annual fee for the district. For more specific information, MSBG invites bidders to reach out to the individual directors for clarification.

Question: In the excel spreadsheet that was provided there are 2 different numbers regarding enrollment, the ADP and total enrollment. Which of these are we needed to base our pricing on? I'm sure that there is a chance that not every school will be at full capacity in the fall, so are we expected to

use the total district enrollment for our pricing or the current attendance due to covid? If we are, would that be for the 2021-2 school year only or for both years that the bid is covering?

MSBG Response: Our experience is that vendors use ADP as the basis for their quote, as this reflects the actual number of students served, not those enrolled. A similar question was asked previously, and our response was posted on the website on March 12, 2021. **Question:** As a follow up to the second question, with this current school year seeing such reduced (50% nationally), participation, we would hope to get October 2019 ADP numbers since these would represent a "typical" percentage, especially assuming participation will return to something resembling normal in the next two years. **MSBG Response:** All enrollment and projection numbers are assuming a return to normal operations in September 2021."

Question: For the chemicals being requested for kitchens, more detail would be greatly appreciated. Are the schools looking for dispensers to be installed for the soap and sanitizer being requested, not related to the 3 bay sinks or dishwashers? Does it need to be food safe or for general use? Are bottle sprayers and triggers expected to be provided as well if they are using the chemicals in a general area, or bottles with a pump?

MSBG Response: Generally, the items to be provided are listed in Section 7:

- Cleaning product and dispensing or spray bottles for counters and tables.
- Dispensers and product for hand washing sinks.
- Products will be Green Seal certified and EPA certified if available.
- Provide spray bottles and other dispensing devices for measuring dispensing product as needed.
- Provide sanitizer test strips.
- Provide pre-measured laundry detergent.

Each school or district may have slightly different needs in terms of specifics. The bidders are instructed to include any additional items to be provided or any comments on these items in writing, with their proposal.