



**Jewish Community Services of South Florida, Inc.
Title III-C Nutrition Services Program Bid
Questions and Answers**

1. Question: Are you looking for meal cost for food delivered to include all disposables need at the facility? Plates, napkins, condiments.

Answer: Yes, the cost of non-consumable supplies needed to serve both frozen and congregate (hot) meals must be included in the cost. This ensures the vendor is not forgetting any phantom expenses and the price agreed upon reflects the true cost of the vendor to provide the meal.

Please refer to page 6 of the JCS Bid Package 2024 document to see a breakdown of all allowable expenses that make up the total cost per meal. There is a section titled "disposables" where you calculate the expense of each non-consumable item per meal.

<i>Disposables</i>									
<i>Box</i>	\$	\$	\$	\$	\$	\$	\$	\$	\$
<i>Food plate/tray</i>	\$	\$	\$	\$	\$	\$	\$	\$	\$
<i>Non-Styrofoam cup(s)</i>	\$	\$	\$	\$	\$	\$	\$	\$	\$
<i>Non-Styrofoam Bowl(s)</i>	\$	\$	\$	\$	\$	\$	\$	\$	\$
<i>Cutlery with napkin</i>	\$	\$	\$	\$	\$	\$	\$	\$	\$

For instance, if a box costs \$1.00 and the box is used for 7 meals, you would divide $\$1.00/7 = \$.14$ (cost that you would put in the cell per meal). Once you calculate all the components of the meal, you add the total expense for all the components that make up the meal in the "totals" row. Please add total cost to page 5 of the document in the section titled "Bid Proposal."



Failure to submit any of the above shall result in the disqualification of your bid.

BID Proposal

Contract Commencement Date: 1/01/2024

Contract Expiration Date: 12/31/2024, with option to renew for five (5) additional one year-terms

The contractor agrees to furnish all labor, materials, supplies, supervision, transportation, and services necessary to furnish and deliver Glatt Kosher, hot lunch meals to congregate sites and Glatt Kosher frozen home meals deliveries. Must follow all specifications on this BID at the designated times and in the manner called for the following price per meal:

Kosher Congregate Meals	\$ _____
Kosher Frozen Meals 5 and 7 Packs	\$ _____
Kosher No Red Meat Frozen Meals 5 and 7 Packs	\$ _____
Kosher Emergency Shelf Stable Meals 3 and 5 Packs	\$ _____
Kosher Frozen Puree Meals 5 and 7 Packs	\$ _____
Kosher Shelf Stable Breakfast with fresh fruit 5 Packs	\$ _____
Passover Frozen Meals 5 and 7 Packs	\$ _____
Passover Frozen No Red Meat 5 and 7 Packs	\$ _____
Passover Shelf Stable Meals 4 pack	\$ _____
Kosher Holiday meals	\$ _____

2. Question: Under transportation are those line items an additional fee to be line itemed on top of the meal cost?

Answer: You will incur transportation costs in the process of delivering meals to client’s homes or the congregate sites. This section allows for you to account for those expenses in the total cost you are quoting JCS for providing meals to our clients. This is not a fee “on top of” the meal cost. These expenses should be included in the total meal cost.

<i>Transportation</i>										
Vehicle	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Amortization										
Maintenance	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
, Insurance,										
Depreciation										
Cost of Food	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
preparation										
Disposable	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
pans										
Cleaning of	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
pans										
Cleaning of	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cambros										

3. Question: What is vehicle amortization maintenance and insurance have to do with meal pricing? That’s an accounting item that would be done as an overall for the entire company.
 Answer: JCS is assuming these are expenses a vendor would incur when providing services and is giving the vendor the option to include these expenses as part of the total cost per meal. If you would prefer not to include these expenses, you can leave these items blank. Please note, that this contract reimburses the vendor per meal and this should include all of your expenses



for making, packaging, and delivering a meal. This contract does not allow for charging additional fees in addition to the cost per meal. As such, each vendor should consider carefully their true expenses and account for them in the total cost per meal.

<i>Transportation</i>										
<i>Vehicle</i>	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<i>Amortization</i>										
<i>Maintenance, Insurance, Depreciation</i>	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

4. Question: Profits on our business?

Answer: In addition to your expenses, as a for-profit entity, JCS assumes you will make a profit on the services you are providing for this contract. Please include whatever your profit margin is in your total calculation of cost per meal. Your profit should not be built in to the itemized expenses listed above but, instead, reflected as its own line item.

<i>Profits</i>	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
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5. Question: Under meal line items you bread, milk, juice. What is dessert, cereal and Other?

Answer: The standard components required for a complete meal under this contract include grains, vegetables, fruit, dairy, protein, fat, with optional dessert. Please refer to page 42 of the JCS Bid Package 2024 document to find a table of required dietary guidelines meal pattern.



DIETARY GUIDELINE MEAL PATTERN REQUIREMENT FOR ONE MEAL PER DAY

Food Group	Servings/Meal	Daily Dietary Guideline Recommendations
Grains	2 servings: 1/2 cup (cooked) pasta or rice, 1 cup cereal, 1 slice of bread (1 ounce each)	6-ounce equivalent servings daily. Include 3-ounce equivalent of whole grain high fiber foods
Vegetable	1.7 servings: 3/4 cup cooked or 1- 1/2 cups raw equivalent measure (may serve an additional fruit instead of a vegetable)	2 1/2 cups (5 servings daily). Serve a variety of vegetables, including those that are dark green, red and orange.
Fruit	1 serving: 1/2 cup (4 ounces) or equivalent measure	1.5 cups (4 servings daily) Focus on whole fruits and include those that are deeply colored fruits such as oranges.
Dairy	1 serving: 1 cup (8 ounces) or equivalent measure	3, 1-cup equivalent servings daily. Select low-fat products
Protein Foods	1.7 serving: 2-ounce edible portion or equivalent measure	5 ounce-equivalent servings daily
Fat	1 serving: 1 teaspoon or equivalent measure is optional	Select foods lower in fat and saturated fat. Limit total fat to 30%, saturated 10% (20%)
Dessert	Optional	Select foods high in whole grains, low in fat and sugar
Optional Beverages:	8 ounces, minimum, per water, coffee, tea, decaffeinated beverages, fruit juices.	

This table explains all required components, serving sizes, and description of what constitutes a “meal” under this contract. The table on page 6 requires that the vendor accounts for each component in their list of expenses to determine total meal cost. You must account for all required components in your cost. Depending on your menu, you may include the cost of optional components, as well.

For calculating total cost, in the cost table on page 6:

- The cost for grains can be allocated to: the “bread” row and/or “cereal” row
- The cost for vegetables can be allocated to: the “vegetable” and/or “salad” row
- The cost for fruit can be allocated to: the “fruit” and/or “juice” row
- The cost for dairy can be allocated to: the “milk” row
- The cost for protein can be allocated to: the “meat or meat alternative” row
- The cost for fat can be allocated to: the “margarine” row
- The cost for dessert can be allocated to: the “dessert” row



Please note that the rows to calculate costs should be considered placeholders for the components that make up a complete meal under this contract. For example, if you are serving a hamburger with ketchup and no other item on your menu requires ketchup, you would calculate the cost of one packet of ketchup in your meal, you would not include a price for ketchup in every meal. Additionally, if you are serving a combination of yogurt and milk to account for the “dairy” component, you can still calculate the cost in the “milk” row for both dairy items even if you will not be serving milk with every meal. Please note the “other” category in the page 6 cost table, gives the vendor flexibility to add in any additional component in their menu not accounted for in the cost table.

6. Question: What exactly do we need to submit?
Answer: Please refer to the JCS Bid Package 2024 document posted on our website. Page 4 of this document contains a checklist of items to be included with your submission. For instance, on this checklist, you should select what menu development methodology you will use to complete your menu (see page 38 of the document to see an explanation of menu development methods). The checklist also lists that you will need to provide sample menus, sample meals, copies of policies, Kosher certification, inspection reports, and proof of insurances. You must also submit the JCS Bid Package 2024 document filled in with final pricing on Page 5 of the document; an expense breakdown starting on Page 6 of the document; your company name, signature of representative, address, telephone number, and what services you will bid on.

7. Question: Would it be possible to send congregate meal menu for Jan 2024?
Answer: As part of your bid submission, you will be creating a menu based on the required meal pattern (provided above) or nutrient analysis required by this contract, what you are able to source, and what you are able to produce at volume within a reasonable cost. As such, the menu should come from the vendor.