



# Mississippi VA

## QUESTIONS & ANSWERS FOR FOOD SERVICE RFP FOR TRADITION

1. Firm fixed pricing, can there be tiers based on census?

The price is fixed rate and will not change. The rate is based on the census

2. Is it possible to do a cost plus agreement for the first 90 days and base the firm fixed ppd on an established census number. 1-20 will be the first tier, 21-39 MSVA will pay for 40 – 70 MSVA will pay for 70 and over 70 MSVA will pay by census

3. Are large and double portions part of the firm fixed pricing?

Large and double portions are part of the fixed rate.

4. Will the nourishments be part of the overall ppd or billed separately? Are nourishments/snacks expected 3 times per day for all residents?

Nourishments are a part of the PPD. They will not be billed separately. Only residents with a physician order are expected to receive snacks three times per day.

5. Will medication treatment be part of the overall ppd or billed separately? Can we get a current estimated usage?

Medication treatment will be a part of the PPD. It will not be billed separately. We are not able to provide an estimate usage.

6. Will commercial supplements be part of the overall ppd or billed separately? Can we get a current estimated usage?

Commercial supplements will be a part of the PPD. It will not be billed separately. We are not able to provide an estimate usage.

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7. Can TB testing be done onsite by the VA nursing team?

The facility will be able to complete TB skin tests for all staff at a rate of 10.00 per person.

8. Can we get a copy of the Quality Assurance Surveillance Plan? What is the expected standard with compliance rates?

This information will be posted to our website.

9. Is there anything required other than face masks?

The contractor is responsible for providing gloves, aprons, hair nets, beard guards, and any other items that necessary for the day to day operations

10. Do we receive a daily census count from the VA Home and are we to use that for billing Purposes? Yes, to both.

11. To verify, the vendor will be responsible for food, papers, utensils, water, and cooking supply for not only the residents but the staff based on section A. Are snacks to be provided 3 times a day during a disaster to all employees as well?

No snacks provided for employees

12. Are disaster supplies expected to be on site day 1? Yes. Will it be a pass through cost to the VA to start the service and then the vendor maintains from there?

Disaster supplies are expected to be on-site day one.

The vendor that receives the contract will work with the Facility staff to ensure that the appropriate amount of disaster supplies is available as residents and staff are added to the facility.

13. Vendor is responsible for all equipment repairs? Yes, to all misuse of equipment. Is there a price limit per year that can be put on repairs? No

14. A unit price shall be given for each service, and that unit price shall be the same throughout the contract? When referring to units it is labor and food/nonfood (2 prices)?

Yes

15. To clarify, we will need to provide separate pricing for food/nonfood items and labor?

See number 14 response

16. Will a new construction timeline be published to reflect the anticipated completion dates?

The vendor awarded this contract will receive notifications of completion schedule dates from the Chief Procurement Officer.

17. Resident Meals: Could you publish anticipated hours of operation for Cafe?

Breakfast will be served at 7am. Staff will need to arrive prior to this to ensure meals are prepared and ready to be served. Last meal served is at 5:30 p.m. for dinner. These times are subject to change.

18. Shall vendor obtain an account with the bank onsite to process cash deposits or is there another preferred process?

The vendor is responsible for their on-cash handling process. The vendor is required to have available cash and change, as their acceptable mechanism. Vendor can use credit or debit card truncations at their own expense

19. Nourishments: Please clarify preferred pricing structure for snack and nourishments in addition to agreed upon requisition items or will this be pass through?

Vendor will provide set pricing structure for all items outside of requisitioned items.

20. Personnel: Staffing COM requirement. Will the presence of an RD satisfy the requirement or does the FSD need to be a COM in addition to onsite RD? RD services: How many hours per week will the vendor RD be providing care coordination, care planning, and meetings with MSVA clinical personnel and physicians? Please clarify vendor personnel dedicated to resident activities with anticipated food service hours dedicated to weekly activities.

Clarification: CDM-Certified Dietary Manager not COM. This position is required to be a dietary manager with safe serve certification. MSVA does not require ad DCM. The Registered Dietician is sufficient. Until Tradition census reaches 50 residents the RD will be required to work 20 hours a week Monday -Friday and attend all required meetings. Vendor personnel is not required to participate in weekly activities.

21. Maintenance: Which entity is responsible for routine repairs to food service equipment or kitchen not due to vendor damage or misuse? Laundry services: Will vendor have access to laundry services or need to secure separate laundry contract? MSVA will be responsible for routine repairs to food service equipment.

The equipment deems employees damaged, the contractor will replace the equipment MSVA must approve before being placed. Contractor must provide laundry services for their items.

22. Communication and Computer Access: Does this include internet through the modem lines to be provided by MSVA? Or is vendor required to coordinate internet connectivity?

Vendor is responsible for internet services and to ensure security standards.

23. Kitchen equipment: Could you provide an asset list including small wares? Due to state of construction, if equipment or small wares are identified after installation as missing or needed, who will be responsible to purchase?

The inventory list will be provided to the vendor that is awarded the contract. MSVA will be responsible for any additional items.

24. Emergency Preparedness: Please provide sample of MSVA emergency menus used within other Veteran's Homes.

Once the contract has been signed, MSVA would like to build an emergency list for 200 individuals for non-perishable items including cereals and canned foods that meet our residents' diets.

25. Will there be a MSVET Registered Dietitian or ours alone, who will be responsible for all nutrition responsibilities?

MSVA will not have their one dietician. Vendor is responsible for all nutritional responsibilities.

26. How would you like pricing to be submitted, exactly? Per person cost only, per day they reside at the home or would you want certain items priced a la carte, such as supplements, snacks, orders for double portions, drinks for medications, etc. and then 3 meals per day? All of the above.

27. How many vendors attended the mandatory site visit? Can you name the companies? No.

28. Is there a particular software that the customer prefers for ordering and tracking meals and services? MSVA does not have a preference, but most vendors in the past have used meal tracker. Software must be able to provide tickets and etc. to ensure that the residents meals and dining is appropriate.

29. Will you elaborate on catering requirements, please? Will they always be within normal working hours or would they occasionally bleed out into evenings? **Normal working hours.** Are these staff caterings only or family/residents/staff? **Family, Residents and staff** What is the average number of catered events at other locations and would that be comparable? **There will be 4 catered events: Veterans Day, Memorial Day, Thanksgiving, and Christmas.** Will the vendor be responsible for catering equipment purchases/inventory? **MSVA will provide the catering equipment.**

30. Is a wet signature required? If wet signature required - please verify blue ink or black ink.

**MSVA does not require a wet signature. Most documentation is done via computer or with an electronic signature. The original contract will be signed with a pen.**

31. Please clarify respondent's name= company name **or** company representative's name. **This can be listed by the company name along with the representative name.**

32. Please clarify if this means company name cannot be located anywhere but front page, references page, or signature page **OR** if Respondent should be Company representative's personal name. **Company name can be put on the signature page.**

33. Does vendor or Veterans Home pay supplement invoices? **Supplements ordered by the Physician will be paid by the vendor.**

34. How many recreational activities should we plan on per year? **16 which includes meals of the month for Veterans.** Are employees to be included on these meals? **Yes, employees will pay for their own meals. This also includes Thanksgiving and Christmas meals.** If so, do you have an estimated employee count? **Approximately 75**

35. Please provide the annual catering budgeted. **There is no annual catering budget.**

36. Please verify if VA tools must be used or are vendor tools acceptable? **Yes, quality assurance tools will be provided to the vendor.**

37. Please provide full equipment list. **See link.**

38. Please clarify exterior cleaning of hoods, ducts, and filters - does this include duct work to the flue? **MSVA will have the ducts services completed twice a year to clean the hood. The vendor is required to clean inside and outside of the hood once a week.**

39. Please add language for ceilings and light fixtures. **Ceilings and Light fixtures are not included in Section 12.G**

40. Stated as July 1, 2024 / (page 18) Section 2.3 Term - states contract term to start on August 1, 2024 - please clarify.

**The vendor awarded this contract will receive notifications of completion schedule dates from the Chief Procurement Officer.**

41. Does proposal require to be answered in detail to each section with subtasks? **Yes**

42. Please list Resident Therapeutic Diets to be offered

**Regular**

**Mechanical Soft**

**Puree**

**Ground Meats**

**NAS – no added salt**

**Vegan**

**CCD- control carbohydrate diet**

**Pescatarian**

**Any other diet prescribed by the physician**