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Addendum #1

RFP #WRESA-45-2026-2027-01
DIGITAL MENU PLANNING SOFTWARE SYSTEM

Questions and Answers

Q.1. In Section 1.3 A. Core Functional Requirements, #6. Inventory Management, please explain what purchasing systems you are looking to integrate with.
A.1. VanEerden Foodservice is the primary food distributor referenced in this RFP. However, because this is a cooperative procurement, participating districts may use a variety of food distributors, purchasing platforms, and procurement systems. Vendors should describe their ability to integrate with VanEerden as well as other commonly used distributor ordering systems or procurement platforms utilized by school districts.

Q.2. Is the district willing to consider a Menu Planning Software that does not include inventory?
A.2. Inventory management functionality is **not** a mandatory requirement for this solicitation. Wayne RESA and MOR are open to reviewing menu planning solutions that may or may not include an inventory module.

Q.3. Would the district consider menu planning software that integrates with a partner software for inventory management through an API connection?
A.3. Wayne RESA and MOR are open to reviewing various solution configurations. Vendors may propose systems that integrate with partner inventory management solutions through API connections or other integration methods. Vendors should clearly describe the proposed architecture and provide pricing for all proposed components and services.

Q.4. Since this is a Statewide Cooperative Contract, are you looking for an enterprise hierarchy setup that allows for data sharing and central access to each member district?
A.4. Each participating district should be able to operate independently within the system. Vendors should describe how their solution supports multiple districts while allowing each district to manage its own data, menus, and operations independently.

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Q.5. Can you clarify the expectations for the process in Section 1.3.A, #8 (system integration with VanEerden). What data should be included in the data exchange, both incoming and outgoing?

A.5. The specific scope of integration with VanEerden Foodservice is not predetermined at this time. Vendors should describe the types of data exchange their system supports with food distributors, which may include but is not limited to:

- Product catalogs
- Nutritional information
- Pricing updates
- Ordering capabilities
- Inventory data synchronization

Wayne RESA and MOR will review proposed integration capabilities during the evaluation process.

Q.6. Should we include the complete RFP response in the text boxes provided, along with any supplementary materials and information or can we create a clear and efficient document while following the structure of the RFP as outlined in response to the RFP?

A.6. Vendors may submit a structured proposal document that follows the organization and section order of the RFP. Responses do not need to be confined to the text boxes provided, provided that all requested information is clearly addressed.

Q.7. For our pricing structure, we usually bid on line items based on district size, calculating costs per site. Attachment A appears to request an overall total cost. Can you clarify how to structure the cost submission?

A.7. Pricing structures may vary depending on vendor models and district size. Vendors may submit pricing based on factors such as district size, number of schools, number of users, or other logical pricing structures. Vendors should clearly explain their pricing methodology and provide sufficient detail to allow participating districts to estimate costs for their specific environment.

Q.8. What menu planning or nutrition software systems are currently being used?

A.8. Participating districts may currently use a variety of menu planning or nutrition management systems. Because this is a cooperative contract, existing systems may vary across districts.

Q.9. Approximately how many districts and individual schools are expected to participate in the initial implementation?

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A.9. Initial implementation is estimated to include approximately 5–15 districts to ensure usability and system effectiveness. If the contract proves successful, the cooperative may expand participation statewide, potentially including up to approximately 100 districts over time.

Q.10. Will historical menu, recipe, nutritional, or inventory data need to be migrated into the new system?

A.10. Some participating districts may require migration of historical data such as menus, recipes, nutritional information, or related records. Vendors should indicate whether they offer data migration services and provide associated pricing (e.g., hourly rates, project-based pricing, or other pricing models).

Q.11. Is a dedicated mobile app required for parents and students, or will a responsive web interface meet the requirement?

A.11. Wayne RESA and MOR are open to reviewing different approaches for user access. Vendors may propose either a dedicated mobile application or a mobile-responsive web interface. Vendors should describe how their solution supports access for parents, students, and district staff across multiple device types.

Q.12. The RFP references potential integration with VanEerden Foodservice. Can you please clarify the expected scope of this integration (e.g., ordering, product catalogs, pricing updates, inventory sync)?

A.12. The scope of potential integration with VanEerden Foodservice may include elements such as product catalogs, pricing updates, ordering functionality, and/or inventory synchronization. Vendors should describe their current or potential integration capabilities with food service distributors and the types of data exchanges supported.

Q.13. Do you require the system to generate production records compliant with specific USDA audit standards or state reporting formats?

A.13. Section 1.3.1.B.#5 Reporting must be exportable in PDF, Excel, CSV for compliance and board reporting.

Q.14. Should the inventory module support centralized district warehouses as well as school-level inventory tracking?

A.14. If inventory functionality is included within the proposed solution, the system should be capable of supporting both centralized district warehouse inventory management and school-level inventory tracking.

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Q.15. Are there specific data privacy or student data protection standards (e.g., FERPA, state-level requirements) the system must comply with?
A.15. The proposed system should not collect, store, or process student data as part of this solution. Vendors should describe the data security and privacy controls implemented within their platform.

Q.16. Do you require the SaaS solution to be hosted within the U.S. or within specific cloud providers (AWS, Azure, etc.)?
A.16. The solution should be provided as a secure Software-as-a-Service (SaaS) platform. Vendors should describe their hosting environment and security measures. Specific cloud providers are not mandated.

Q.17. How many staff members per district are expected to receive training during implementation?
A.17. Training should support both district-level administrators and site-level food service staff. Vendors should describe their training approach, including implementation training, user onboarding, and ongoing support options.

Q.18. Upon reviewing the TERMS AND CONDITIONS for Consortium Solicitations, the link referenced in the RFP, the following sections are referenced that cannot be located. Please clarify:
- Section 5.4 references Section 1.2.4
- Section 6.2 references Section 4.4.1
- Section 11.2 references Section 4.7.3
- Section 11.3 references Sections 4.9 and 4.9.6
- Section 11.5(d) references Section 2.16.3

A.18. We apologize for any inconvenience and have updated the TERMS AND CONDITIONS for Consortium Solicitations. Please see attached.