

CLARIFICATION #1

September 24, 2026

RFP # 8255 FOOD SERVICES MANAGEMENT AND OPERATIONS

TO: All Bidders

NOTICE: The following clarification is in response to questions submitted. The information contained herein supplements and/or supersedes the specific parts of the documents referred to in each item and shall be attached and becomes a part thereof. All other provisions shall remain in full force and effect as set forth on the original documents. Additional work called for herein shall comply with requirements originally specified.

Clarifications to Specifications:

Item
No.

Clarifications Requirements

- 1. Question:** Please provide student enrollment by term for the last three academic years, including Fall, Spring, Summer I, and Summer II.

Answer:

Credit Enrollment

Semester	Fall	Spring	Summer I	Summer II
FY'23	6,466	6,122	2,288	1,308
FY'24	6,790	6,107	2,320	1,366
FY'25	7,026	6,656	2,463	1,334

Non-Credit Enrollment

July 01, 2025 - June 30, 2026 Enrollment Report Unique Name Count by Semester		
Semester	Months	Unique Names
Summer 1	May – June	322
Summer 2	July – August	2480
Fall	September – December	1060
Spring	January – April	728
TOTAL	Semester counts combined	4590

Non-Credit Enrollment

July 01, 2025 - June 30, 2026 Enrollment Report		
Enrollment Breakdown by Term (Students Appearing Multiple Times)		
Term	Months	Number of Rows
Summer 1	May – June	1544
Summer 2	July – August	4366
Fall	September – December	1634
Spring	January – April	2838
TOTAL	All categories	10382

2. **Question:** Please provide faculty headcount.

Answer:

Faculty Type	Fall 2023	Fall 2024	Fall 2025
Full-Time	83	87	99
Part-Time	239	288	280

3. **Question:** Approximately how many students are physically present on campus on a typical day during the Fall, Spring, and Summer terms?

Answer: During the Fall and Spring semesters, Essex County College estimates that approximately 3,500 to 4,000 students, faculty, staff, and visitors physically present on campus on a typical day. During the Summer terms, daily campus population is estimated at approximately 600 to 900 individuals per day.

4. **Question:** As Essex County College does not currently offer a meal plan program, please provide any available information regarding the College's anticipated meal plan initiative, including:
- Estimated number of students expected to participate
 - Estimated number of meals or meal credits anticipated annually

Answer: Essex County College does not anticipate providing a meal service, as we are a commuter community college. However, the College is open to reviewing proposals that introduce commuter meal plans and plans for staff and faculty.

5. **Question:** Any current or anticipated federal, state, grant, or institutional funding available to support student meal plans, food insecurity initiatives, meal vouchers, or subsidized dining programs.

Answer: The College will support billing the students through the student account billing system and apply all applicable financial aid.

6. **Question:** Any studies, surveys, or participation estimates the College has developed related to meal plan utilization?

Answer: There are no studies or survey related to meal plan utilization. However, we are looking forward to introducing a meal plan for staff, faculty and students.

7. **Question:** Please provide the number of instructional/class days for Fall, Spring, Summer I, and Summer II.

Answer: During the fall and spring semesters we offer classes six days a week (Monday-Saturday), During Summer I we offered classes Monday-Friday the first two week, then Monday-Thursday the remainder of the semester. During Summer II we offer classes Monday -Thursday. Use this link to view the college academic calendar: [Essex](#)

8. **Question:** Are the operating hours identified in the RFP considered mandatory service hours, or may vendors propose alternative operating schedules based on enrollment patterns, customer traffic, and financial sustainability?

Answer: The operating hours identified in the RFP reflect the College's anticipated service needs. Vendors may propose alternative schedules; however, any proposed changes will be subject to review, evaluation, and approval by the College.

9. **Question:** The RFP identifies Saturday operating hours for the cafeteria. Is Saturday service a mandatory requirement under the contract? If Saturday service is required, please provide historical customer counts, transaction counts, sales volume, and student utilization levels for Saturdays.

Answer: Because the College operates on Saturdays and offers both credit and non-credit courses, the preference is for dining services to be available on Saturdays to support students, faculty, staff, and campus visitors. The College is willing to consider proposals that include limited Saturday hours and service levels.

For evaluation purposes, proposers may submit pricing and operating models both with and without Saturday service. This will allow the College to compare options and determine the most appropriate service model based on operational needs, utilization, and financial considerations.

Historical Saturday customer counts, transaction volumes, and sales data are not available.

10. **Question:** Exhibit D provides total dining expenditures that include Child Development Center, Catering Services, and Summer Youth Program activity. Please provide a historical revenue breakdown by business segment for the previous three fiscal years, including:

Answer:

- | | |
|---|------------------------------------|
| • Catering – | <i>FY25-26 \$427,227.10</i> |
| • Child Development Center – | <i>FY25-26 \$240,000</i> |
| • Summer Youth Program - | <i>FY26 -27 \$52,108.75</i> |
| • Student Athlete Program (if applicable) - | |
| • Concessions – | <i>FY25-26 \$0</i> |

11. Question: Please provide the Child Development Center operating calendar, including the number of operating days per year.

Answer: Please see the attachment.

12. Question: The RFP states that approximately 100 student athletes participate each Fall and Spring semester. Please provide historical student athlete dining utilization data, including:

- Meal stipend expenditures
- Number of athletes receiving meal stipends
- Stipend values

Answer: Please see the attachment and meal stipends are used at the students' discretion.

13. Question: Approximately how many catering events are held annually? Please identify the largest recurring catering events supported each year.

Answer: Approximately 50+ catering events are held annually, including recurring College events and external events that utilize the College's dining services for breakfast and/or lunch catering.

The largest recurring College events are Convocation, Graduation Reception, and Student Orientation.

Other recurring College events include Nursing Graduation Reception, the Summer Youth Program held annually during July–August, Women's History Month annually in March, Athletics Banquet annually in April, Hispanic Heritage Month annually in September, Employee Recognition, President's Employee Tea Celebration, monthly Board of Trustees meetings, and various internal departmental and College-wide events.

Recurring external events that may utilize catering services for breakfast and/or lunch include Leadership School, The Leaguers, SEIU 32BJ, Martin Luther King People's Convention, and NRBP.

- 14.** Is outside catering currently utilized by the College, or are all catering services provided through the current dining provider? If outside catering is used, can you provide approximate catering spend?

Answer: Yes. The College utilizes outside catering services when necessary to supplement dining operations, accommodate specific event needs, or meet budget requirements.

Approximate expenditures for outside catering during FY 2025-2026 were \$235,000.

- 15. Question:** What student ID card, bookstore, or campus platform is currently utilized by the College? Is the College currently utilizing CBORD, Blackboard, Transact or another student payment platform? Platform

Answer: The College currently utilizes Moodle.

- 16. Question:** Can the College provide the sign-in sheet from the pre-bid meeting?

Answer: Yes, please see the attachment.

- 17. Question:** How will the successful vendor be determined?

Answer: Please refer to the evaluation criteria listed in the RFP.

- 18. Question:** Is it important to maximize the cash flow to the college or to put the cash savings into a discounted program that will help the students.

Answer: Our interest is in student engagement and increasing the time students spend on campus. It has direct impact on student success and retention. The College is seeking a balance between generating revenue for the institution and providing affordable, value-driven dining options for students. Proposers are encouraged to present solutions that support the financial sustainability of the dining program while also offering discounted meal programs, promotions, and other initiatives that enhance accessibility and affordability for the College community. The College will evaluate proposals based on their ability to effectively achieve both objectives.

- 19. Question:** Please share the weight ECC will be scoring per category and how each vendor will be evaluated for RFP#8255.

Answer: The College is not sharing the scoring per category during the bidding process. Please refer to the evaluation criteria listed in the RFP.

- 20. Question:** Will ECC take the time to visit similar accounts/sites of all vendors bidding?

Answer: The College may choose to visit or otherwise evaluate comparable client sites as part of its review process. Any such visits will be at the College's discretion.

21. Question: Is it important to ECC to have a local vendor with local access to employees and other resources?

Answer: Please refer to the evaluation criteria listed in the RFP.

22. Question: Will ECC share a list of all vendors that have responded to the RFP?

Answer: Vendors can make a request.

23. Question: Can ECC please provide total café sales for the 2026 Spring session?

Answer: The requested sales information is not available to the College.

24. Question: Can ECC please provide the total sales from the 2026 Summer session? Broken down by café sales, catering sales, day care sales, and summer youth program sales.

Answer: The requested sales information is not available to the College.

25. Question: Can ECC please provide estimated daily café sales for the Saturday service?

Answer: The requested sales information is not available to the College.

26. Question: Can ECC please provide the following staffing details:

- | | |
|---|------------|
| • Total onsite culinary employees during peak Fall & Spring sessions. | 13 |
| • Total onsite culinary employees during Summer Session | 9 |
| • Total onsite culinary employees on Saturday : | 3-4 |

Answer: Essex County College does not employ culinary staff. Culinary employees are employed and managed by the current dining services vendor. Please see the totals above.

27. Question: Can ECC please provide a list of all current vendor owned (DPG) equipment?

Answer: Please see the attachment.

28. Question: Can you please confirm that ECC does not own any small wares/display wares?

Answer: The College maintains certain food service assets and inventories in support of dining operations. Please refer to the RFP page 42-45.

29. Question: If ECC does, can you provide a list of ECC owned small wares/display wares?

Answer: Please refer to the RFP page 42-45.

30. Question: Does ECC plan on replacing any kitchen and/or service area equipment?

Answer: At this time, the College has no planned equipment replacements. Any future equipment needs will be evaluated as necessary.

31. Question: Is all the equipment in the kitchen and service area fully operational?

Answer: Yes. all kitchen and service area equipment are operational. Any non-operational equipment will be addressed by the College.

32. Question: Could you please clarify whether you will be issuing a new RFP due to the contract technicality involving your selected provider?

Answer: This is not relevant to RFP #8255.

33. Question: Will Essex County College be issuing any additional addenda for RFP #8255??

Answer: No. The College will not be issuing an addendum for this RFP. Please refer to the Sample of Completed Forms section in RFP #8255 for guidance on completing and submitting the required forms.

34. Question: Will ECC extend the proposal submission deadline for RFP #8255?

Answer: No. The College will not be granting an extension for RFP #8255. Proposals are due on October 6, 2026, at 11:00 AM EST.



OFFICE OF PURCHASING

Newark | Main Campus

p: 973-877-3037

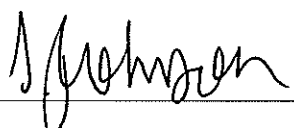
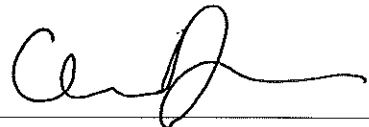
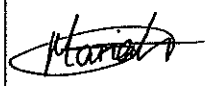
f: 973-565-5463

Attendance Sheet: RFP #8255 Food Service Management and Operations

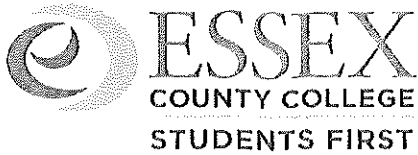
Bid Due: Tuesday, October 6, 2026 at 11:00 AM EST

Site Walk-Through Meeting Date: Tuesday, September 15, 2026 at 12 PM EST

Last Date for Questions: Friday, September 18, 2026 at 10:00 AM EST

Name	Company	Signature
Mohamed Lamis	Essex County College	
Dora Castro	Essex County College	
Sheree Johnson	Essex County College	
Angelica Laguador	Essex County College	
Deborah Dacorre	Canteen/compass	
Chris Ryerson	Gourmet Dining/Compass	
Mariah Charles	Essex County College	
Melissa Soucy	Dining Partnership group	

Attachment for Clarification Question #16



OFFICE OF PURCHASING

Newark | Main Campus

p: 973-877-3037

f: 973-565-5463

Attendance Sheet: RFP #8255 Food Service Management and Operations

Bid Due: Tuesday, October 6, 2026 at 11:00 AM EST

Site Walk-Through Meeting Date: Tuesday, September 15, 2026 at 12 PM EST

Last Date for Questions: Friday, September 18, 2026 at 10:00 AM EST

Name	Company	Email
Essefamy	DPC	dpgestefamy@gmail.com
MARIL ROBINSON	EBLUREAN	mrrobinson@pmhcl.com

Attachment for Clarification Question #10

Vendor ID# Name	Invoice#	Check#	CHECK_DATE	NET_AMT
9E+08 Dining Part	I0097575	436770	7-Jul-25	\$ 3,125.00
	I0097588	436770	7-Jul-25	\$ 360.00
	I0097616	436820	16-Jul-25	\$ 33,043.56
	I0097629	436820	16-Jul-25	\$ 2,100.00
	I0097635	436820	16-Jul-25	\$ 1,057.90
	I0097637	436820	16-Jul-25	\$ 720.00
	I0097763	436947	28-Jul-25	\$ 170.00
	I0097764	436947	28-Jul-25	\$ 255.00
	I0097765	436947	28-Jul-25	\$ 200.00
	I0097770	436947	28-Jul-25	\$ 200.00
	I0097790	436947	28-Jul-25	\$ 315.00
	I0098099	437566	21-Aug-25	\$ 600.00
	I0098161	437637	1-Sep-25	\$ 220.00
	I0098208	437691	8-Sep-25	\$ 130.00
	I0098229	437691	8-Sep-25	\$ 1,136.00
	I0098242	437762	15-Sep-25	\$ 82.50
	I0098243	437762	15-Sep-25	\$ 2,100.00
	I0098244	437762	15-Sep-25	\$ 165.00
	I0098304	437849	22-Sep-25	\$ 4,172.00
	I0098335	437849	22-Sep-25	\$ 5,215.00
	I0098349	437849	22-Sep-25	\$ 9,425.00
	I0098366	437849	22-Sep-25	\$ 1,802.50
	I0098382	437849	22-Sep-25	\$ 75.00
	I0098383	437849	22-Sep-25	\$ 270.00
	I0098385	437916	26-Sep-25	\$ 1,095.00
	I0098386	437916	26-Sep-25	\$ 1,479.00
	I0098387	437916	26-Sep-25	\$ 9,721.25
	I0098388	437916	26-Sep-25	\$ 9,032.40
	I0098391	437916	26-Sep-25	\$ 9,251.25
	I0098392	437916	26-Sep-25	\$ 10,073.75
	I0098393	437916	26-Sep-25	\$ 8,940.00
	I0098394	437916	26-Sep-25	\$ 10,430.00
	I0098395	437916	26-Sep-25	\$ 450.00
	I0098411	437916	26-Sep-25	\$ 1,260.00
	I0098412	437916	26-Sep-25	\$ 1,020.00
	I0098413	437916	26-Sep-25	\$ 420.00
	I0098414	437916	26-Sep-25	\$ 18,300.00
	I0098448	437916	26-Sep-25	\$ 5,215.00
	I0098483	438047	13-Oct-25	\$ 10,225.00
	I0098488	437985	6-Oct-25	\$ 330.00
	I0098489	437985	6-Oct-25	\$ 595.00
	I0098490	437985	6-Oct-25	\$ 872.00
	I0098491	437985	6-Oct-25	\$ 7,893.75
	I0098524	437985	6-Oct-25	\$ 5,215.00
	I0098526	437985	6-Oct-25	\$ 330.00
	I0098666	438180	27-Oct-25	\$ 10,430.00

Attachment for Clarification Question #10

I0098670	438180	27-Oct-25	\$	375.00
I0098677	438180	27-Oct-25	\$	1,312.50
I0098732	438245	3-Nov-25	\$	4,172.00
I0098736	438245	3-Nov-25	\$	1,000.00
I0098749	438245	3-Nov-25	\$	4,783.40
I0098763	438245	3-Nov-25	\$	3,675.00
I0098769	438245	3-Nov-25	\$	3,375.00
I0098771	438245	3-Nov-25	\$	3,675.00
I0098772	438245	3-Nov-25	\$	3,610.00
I0098816	439999	10-Nov-25	\$	800.00
I0098817	439999	10-Nov-25	\$	1,150.00
I0098828	439999	10-Nov-25	\$	700.00
I0098871	439999	10-Nov-25	\$	5,215.00
I0098908	440187	17-Nov-25	\$	1,440.00
I0098913	440187	17-Nov-25	\$	758.00
I0098952	440276	24-Nov-25	\$	1,020.00
I0098976	440352	1-Dec-25	\$	240.00
I0099005	440352	1-Dec-25	\$	3,129.00
I0099006	440352	1-Dec-25	\$	4,619.00
I0099007	440352	1-Dec-25	\$	4,619.00
I0099013	440411	8-Dec-25	\$	420.00
I0099014	440411	8-Dec-25	\$	525.00
I0099015	440411	8-Dec-25	\$	1,200.00
I0099068	440411	8-Dec-25	\$	4,070.00
I0099075	440411	8-Dec-25	\$	4,070.00
I0099076	440411	8-Dec-25	\$	4,070.00
I0099077	440411	8-Dec-25	\$	4,070.00
I0099078	440411	8-Dec-25	\$	5,312.25
I0099089	440485	15-Dec-25	\$	2,160.00
I0099090	440485	15-Dec-25	\$	4,942.50
I0099140	440570	22-Dec-25	\$	600.00
I0099141	440570	22-Dec-25	\$	540.00
I0099142	440570	22-Dec-25	\$	1,250.00
I0099143	440570	22-Dec-25	\$	450.00
I0099144	440570	22-Dec-25	\$	625.00
I0099165	440570	22-Dec-25	\$	130.00
I0099170	440570	22-Dec-25	\$	40.00
I0099180	440570	22-Dec-25	\$	270.00
I0099189	440570	22-Dec-25	\$	3,449.60
I0099212	440570	22-Dec-25	\$	300.00
I0099251	440682	12-Jan-26	\$	225.00
I0099253	440682	12-Jan-26	\$	1,760.00
I0099254	440682	12-Jan-26	\$	50.00
I0099259	440682	12-Jan-26	\$	6,282.50
I0099260	440682	12-Jan-26	\$	6,282.50
I0099261	440682	12-Jan-26	\$	8,795.50
I0099282	440682	12-Jan-26	\$	595.00

Attachment for Clarification Question #10

I0099387	440776	19-Jan-26	\$	60.00
I0099401	440776	19-Jan-26	\$	3,441.90
I0099404	440776	19-Jan-26	\$	6,282.50
I0099461	440893	26-Jan-26	\$	3,325.00
I0099510	440945	2-Feb-26	\$	11,308.50
I0099520	440945	2-Feb-26	\$	640.00
I0099539	440945	2-Feb-26	\$	350.00
I0099631	441086	17-Feb-26	\$	4,308.00
I0099650	441086	17-Feb-26	\$	6,282.50
I0099683	441086	17-Feb-26	\$	3,052.50
I0099737	441158	23-Feb-26	\$	460.00
I0099770	441213	2-Mar-26	\$	78.75
I0099771	441213	2-Mar-26	\$	210.00
I0099842	441264	9-Mar-26	\$	2,090.00
I0099843	441264	9-Mar-26	\$	4,425.00
I0099913	442973	16-Mar-26	\$	14,360.00
I0099973	443190	23-Mar-26	\$	240.00
I0099974	443190	23-Mar-26	\$	96.00
I0099975	443190	23-Mar-26	\$	600.00
I0099979	443190	23-Mar-26	\$	480.00
I0099980	443190	23-Mar-26	\$	640.00
I0099982	443190	23-Mar-26	\$	380.00
I0100034	443282	30-Mar-26	\$	300.00
I0100035	443282	30-Mar-26	\$	225.00
I0100043	443282	30-Mar-26	\$	305.00
I0100051	443282	30-Mar-26	\$	1,773.75
I0100098	443386	6-Apr-26	\$	907.50
I0100104	443386	6-Apr-26	\$	497.50
I0100105	443386	6-Apr-26	\$	525.00
I0100106	443386	6-Apr-26	\$	1,380.00
I0100107	443386	6-Apr-26	\$	1,500.00
I0100108	443386	6-Apr-26	\$	840.00
I0100126	443386	6-Apr-26	\$	393.75
I0100129	443386	6-Apr-26	\$	1,312.50
I0100156	443444	20-Apr-26	\$	448.00
I0100189	443444	20-Apr-26	\$	262.50
I0100190	443444	20-Apr-26	\$	180.00
I0100211	443444	20-Apr-26	\$	2,800.00
I0100281	443619	4-May-26	\$	1,495.00
I0100287	443619	4-May-26	\$	960.00
I0100288	443619	4-May-26	\$	875.00
I0100289	443619	4-May-26	\$	1,480.00
I0100290	443619	4-May-26	\$	2,927.50
I0100291	443619	4-May-26	\$	687.84
I0100306	443619	4-May-26	\$	585.00
I0100310	443619	4-May-26	\$	950.00
I0100391	443619	4-May-26	\$	325.00

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I0100395	443619	4-May-26	\$	190.00
I0100404	443619	4-May-26	\$	1,615.50
I0100423	443729	18-May-26	\$	2,700.00
I0100424	443871	1-Jun-26	\$	2,638.50
I0100439	443729	18-May-26	\$	712.50
I0100440	443729	18-May-26	\$	45.00
I0100539	443729	18-May-26	\$	15,480.00
I0100685	443871	1-Jun-26	\$	142.50
I0100787	444616	15-Jun-26	\$	1,260.00
I0100788	444616	15-Jun-26	\$	1,521.75
I0100838	444616	15-Jun-26	\$	2,120.00
I0100840	444616	15-Jun-26	\$	1,918.00
I0100844	444616	15-Jun-26	\$	852.75
I0100872	444616	15-Jun-26	\$	1,138.00
I0100907	444794	26-Jun-26	\$	1,975.50
I0100908	444794	26-Jun-26	\$	1,500.00
I0100909	444794	26-Jun-26	\$	450.00
I0100910	444794	26-Jun-26	\$	1,750.00
I0100911	444794	26-Jun-26	\$	500.00
Total:			\$	427,227.10

Attachment for Clarification Question #11

Essex County College Child Development Center - 26-27 SY 12 Month Annual Calendar

MONTH	DAY	DESCRIPTION
August	31	Infant and Toddlers FIRST DAY OF SCHOOL
September	7	Holiday: Labor Day (The Center is Closed)
September	8	Preschool FIRST DAY OF SCHOOL* Before and After care begins on MONDAY, September 14
	8	*Make flu shot appointments today. School exclusions begin in December for noncompliance*
	16	Back to School Night
October	12	Holiday: Indigenous Peoples' Day (The Center is Closed)
	21	No school for Preschool Only: Staff Development Day
November	5-6	No school for Preschool Only: NJEA Day
	11	No school for Preschool Only: Veteran's Day Holiday
	18	1:00 PM Dismissal for Preschool Only: Parent/Teacher Conference
	20	No school for Preschool Only: Puerto Rico Heritage Day
	25	Center Wide Early 1:00 PM Dismissal for ALL Students
	26-27	Holiday: Thanksgiving (The Center is Closed)
December	1	**Proof of Flu Shot is Due Today (This is the Last Day to Submit Flu Shot Records.) ** Your child will be excluded without proof of Flu Shot.**
	23	Center Wide Early 1:00 PM Dismissal for ALL Students
	24-31	Holiday Recess (December 24- January 1)
January	1	Holiday Recess Continued
	4	**Last day to submit immunization records. Your child may not return to school without up-to-date and complete immunization records**
	18	Holiday: Martin Luther King Jr. Day (The Center is Closed)
	27	No school for Preschool Only: Staff Development Day
February	8	1:00 PM Dismissal for Preschool Only: Parent/Teacher Conference
	15	Holiday: President's Day (The Center is Closed)
	24	No school for Preschool Only: Staff Development Day
March	10	No school for Preschool Only: Eid al-Fitr
	26	Holiday: Good Friday (The Center is Closed)
	29-31	Spring Recess for Preschool Only
April	1-2	Spring Recess for Preschool Only
May	3-7	Teacher's Appreciation Week
	31	Holiday: Memorial Day (The Center is Closed)
June	18	Holiday: Juneteenth Observance (The Center is Closed)
	24	MOVING UP CEREMONY
	25	TURTLE BACK ZOO FAMILY TRIP and last day of School
	28-2	CLOSED for Summer Recess
July	5	Holiday: Independence Day (The Center is Closed)
	9,16,23,30	ECC Summer Closure Dates
August	6, 13, 20	ECC Summer Closure Dates
August	23-27	ECC Convocation, NJ Licensing Annual Orientation and Organization Day

Attachment for Clarification Question #11

Essex County College Child Development Center - 25-26 SY 12 Month Annual Calendar

MONTH	DAY	DESCRIPTION
September	2	THE FIRST DAY OF SCHOOL* Before and After care begins on MONDAY, September 15
	2	*Make flu shot appointments today. School exclusions begin in December for noncompliance*
	25	Back to School Night
October	13	Holiday: Indigenous Peoples' Day (The Center is Closed)
	22	No school for Preschool Only: Staff Development Day
November	6-7	No School for ALL STUDENTS: NJEA Day And Staff Development
	10	No school for Preschool Only: Veteran's Day Holiday
	21	No school for Preschool Only: Puerto Rico Heritage Day
	26	Center Wide Early 1:00 PM Dismissal for ALL Students
	27-28	Holiday: Thanksgiving (The Center is Closed)
December	1	**Proof of Flu Shot is Due Today (This is the Last Day to Submit Flu Shot Records.) ** Your child will be excluded without proof of Flu Shot.**
	1-4	Parent/Teacher Conference Week
	4	1:00 PM Dismissal for Preschool Only
	23	Center Wide Early 1:00 PM Dismissal for ALL Students
	24-31	Holiday Recess (December 24- January 2)
January	1-2	Holiday Recess Continued
	2	**Last day to submit immunization records. Your child may not return to school without up-to-date and complete immunization records**
	19	Holiday: Martin Luther King Jr. Day (The Center is Closed)
	28	No school for Preschool Only: Staff Development Day
February	9-12	Parent/Teacher Conference Week
	12	1:00 PM Dismissal for Preschool Only
	16	Holiday: President's Day (The Center is Closed)
	25	No school for Preschool Only: Staff Development Day
March	20	No school for Preschool Only: Eid al-Fitr
April	3	Holiday: Good Friday (The Center is Closed)
	6-10	Spring Recess for Preschool Only
May	4-8	Teacher's Appreciation Week
	25	Holiday: Memorial Day (The Center is Closed)
June	17	MOVING UP CEREMONY
	18	TURTLE BACK ZOO FAMILY TRIP
	19	Holiday: Juneteenth Observance (The Center is Closed)
	23	1:00 PM Dismissal and Last Day of School for PRESCHOOL ONLY
	29-3	CLOSED for Summer Recess
July	6	Holiday: Independence Day (The Center is Closed)
	17,24,31	ECC Summer Closure Dates
August	7,14,21	ECC Summer Closure Dates
August	24-28	ECC Convocation, NJ Licensing Annual Orientation and Organization Day

Attachment for Clarification Question #12

Athletic Department
2025-2026
Monthly Meal Stipend

September – December 2025

Name	Amount Given / Month	Sport	Status
Student 1	\$150.00	W. Track	SO
Student 2	\$150.00	W. Track	SO
Student 3	\$150.00	W. Track	SO
Student 4	\$150.00	W. Track	SO
Student 5	\$150.00	W. Track	SO
Student 6	\$150.00	W. Track	SO
Student 7	\$150.00	W. Track	SO
Student 8	\$150.00	W. Track	SO
Team Total	\$4,800.00		
Student 9	\$150.00	M. Track	SO
Student 10	\$150.00	M. Track	SO
Student 11	\$150.00	M. Track	SO
Student 12	\$150.00	M. Track	FR
Team Total	\$2,400.00		
Fall 2025 Total	\$7,200.00		

January – May 2026

Name	Amount Given / Month	Sport	Status
Student 13	\$150.00	W. Track	SO
Student 14	\$150.00	W. Track	SO
Student 15	\$150.00	W. Track	SO
Student 16	\$150.00	W. Track	SO
Student 17	\$150.00	W. Track	SO
Team Total	\$3,750.00		
Student 18	\$150.00	M. Track	SO
Student 19	\$150.00	M. Track	SO
Student 20	\$150.00	M. Track	SO
Student 21	\$150.00	M. Track	FR
Team Total	\$2,400.00		
Spring 2026 Total	\$6,150.00		
2025 – 2026 Meal Stipend Total	\$13,350.00		

Equipment Owned by Current Vendor

ITEMS	LOCATION
PLASTIC WRAPPED-ROLLING CART WTH FOOD INSERTS-CLEAR AND METAL, ASSORTED POTS AND PANS, MIXING BOWLS, STRAINERS, COOKING UTENSILS	DISH AREA
10 CAN RACK	NEAR DISH AREA
ROLLING CART WITH DISH RACKS FOR DISHWASHER , COFFEE URN, HOTEL PANS, GREEN AND RED SANITATION BUCKETS	DISH AREA
STARBUCKS BLENDER	ON CART 3A
HAND TRUCK	THROUGHOUT SPACE
LARGE GREY GARBAGE CAN	THROUGHOUT SPACE
BLUE DOLLY	THROUGHOUT SPACE
SPEED RACK	THROUGHOUT SPACE
FOUNTAIN SODA MACHINE	THROUGHOUT SPACE
WHITE GARBAGE CAN	THROUGHOUT SPACE
VERISMO ESPRESSO MACHINE	STARBUCKS COUNTER
BUS BUCKETS- 3 FRY BASKETS-COLD BEVERAGE DISPENSER-ICE CREAM SCOOPS-LIDS FOD CLEAR FOOD INSERTS	THROUGHOUT SPACE
CLEAR BREAD CONTAINER	THROUGHOUT SPACE
CLEAR BREAD CONTAINER	THROUGHOUT SPACE
METAL DOLLY	THROUGHOUT SPACE
SPEED RACK	THROUGHOUT SPACE
YELLOW MOP BUCKET	NEAR SINK
YELLOW MOP BUCKET	NEAR SINK
COLD BEVERAGE DISPENSER	CATERING CLOSET
COLD BEVERAGE DISPENSER	CATERING CLOSET
GORILLA CART	KITCHEN
BERKEL SLICER	KITCHEN COUNTER
BLACK 3 LEVEL CART	KITCHEN
4 LEVEL PLASTIC ROLLING CART	THROUGHOUT SPACE
6 LEVEL PLASTIC ROLLING CART	THROUGHOUT SPACE
5 LEVEL PLASTIC ROLLING CART	THROUGHOUT SPACE
STAND ALONE ELECTRIC WARMER	THROUGHOUT SPACE
4 SLOT POP TOASTER	THROUGHOUT SPACE
4 SLOT POP TOASTER	THROUGHOUT SPACE
CUISNART WAFFLE MACHINE	THROUGHOUT SPACE
CUTLEREASE UTENSIL DISPENSER X2	THROUGHOUT SPACE
BLACK THERMAL HOT BOX	THROUGHOUT SPACE
SILVER METAL RACK	BY OVEN
WHITE GARBAGE CAN	THROUGHOUT SPACE
GRAY GARBAGE CAN	THROUGHOUT SPACE
GRAY GARBAGE CAN	THROUGHOUT SPACE
GRAY SHOPPING CART	THROUGHOUT SPACE
SILVER SPEED RACK	THROUGHOUT SPACE
SILVER SPEED RACK	THROUGHOUT SPACE
SILVER SPEED RACK	THROUGHOUT SPACE
LARGE BLUE PLASTIC ROLLING BIN AND LID	THROUGHOUT SPACE
SMALL METAL ROLLING CART	THROUGHOUT SPACE

Attachment for Clarification Question #27

SILVER AND BLUE SHOPPING CART	THROUGHOUT SPACE
COFFEE GRINDER	THROUGHOUT SPACE
BLACK BIN WITH YELLOW LID	THROUGHOUT SPACE
BLACK BIN WITH YELLOW LID	THROUGHOUT SPACE
METAL RACK	THROUGHOUT SPACE
METAL RACK	THROUGHOUT SPACE
STAND ALONE SILVER REGISTER TABLE (soda machine	IN CAFETERIA
BRUTE BLACK GARBAGE CAN ON WHEELS	THROUGHOUT SPACE
BLUE GRBAGE CAN	THROUGHOUT SPACE
BROWN GARBAGE CAN	THROUGHOUT SPACE
BLACK GARBAGE CAN	THROUGHOUT SPACE
IKEA SHOPPING CART	THROUGHOUT SPACE
STAND ALONE WARMER	IN CAFETERIA
BUNN COFFE MACHINE	IN CAFETERIA
BLACK THIN GARBAGE CAN	IN CAFETERIA
BLACK THIN GARBAGE CAN	IN CAFETERIA
STAND ALONE SALAD BAR	CATERING CLOSET
ROLLING PLASTIC CART WITH BUNN COFFEE MACHINE- BREAD BOX-	
PRINTER - SHEET TRAYS X50	CATERING CLOSET
SALAD BAR INSERTS X20	DISH AREA
WHITE PIZZA DOUGH HOLDERS	DISH AREA
COFFEE WARMER BUNN	DISH AREA
COFFEE WARMING MACHINE (BOTTOM)	DISH AREA
COFFEE WARMING MACHINE (BOTTOM)	DISH AREA
STAR BUCKS ESPRESSO MACHINE	STARBUCKS COUNTER
STARBUCKS COMPLETE SMALLWARES	STARBUCKS COUNTER
STARBUCKS COFFEE MAKERS	STARBUCKS COUNTER
TOASTER	STARBUCKS COUNTER
STARBUCKS AREA ALL DISPLAY UNITS	STARBUCKS COUNTER
STARBUCKS COFFEE BUN WARMERS	IN CATERING ROOM
CLOVER REGISTER SYSTEM (3 TERMINALS)	
ICE CREAM FREEZER	IN CAFETERIA
ELECTRONIC MENU DISPLAY UNITS (TELEVISIONS)	IN OFFICE-NEVER USED
DELI SLICER (NOT AUTOMATIC SLICER)	IN KITCHEN
DEEP FRYER	IN KITCHEN
ALL CATERING PLATTERS	CATERING CLOSET
COOLERS	CATERING CLOSET
LARGE RED BUCKETS (2)	CATERING CLOSET
WIRE RACK CHAFFING DISHES (25+)	CATERING CLOSET
ALL SMALLWARES	THROUGHOUT SPACE
POTS AND PANS ASSORTED	KITCHEN
SHEET PANS (APROX 50)	KITCHEN
ALL PLASTIC STORAGE CONTAINERS	THROUGHOUT SPACE
ESPRESSO MACHINE (SECOND UNIT)	STORAGE
FREEZERS LARGE WHITE CHEST (2)	BACK HALLWAY
SODA REFRIGERATOR WHITE	IN CAFETERIA
AIR SCREEN DISPLAY COOLER WHITE	IN CAFETERIA

Attachment for Clarification Question #27

CHIP AND SNACK DISPLAY RACKS	IN CAFETERIA
ASSORTED CHINA, FLATWARE	CATERING CLOSET
MINI CHEST FREEZERS WHITE	GRILL AREA
SMALL SAFE (LARGE IS ECC'S)	OFFICE
ALL OFFICE EQUIPMENT AND ITEMS (EXCEPT DESKS)	OFFICE
TIME CLOCK	OFFICE
BLACK CAMBRO BOXES (USED FOR CHILDCARE) 2	KITCHEN
PANINI PRESS	DELI STATION
ALL PIZZA SMALLWARES	PIZZA STATION
BLACK FLOOR MATS (2)	GRILL AREA
BLACK REGISTER SYSTEM (NEVER USED)	BACK HALLWAY

ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

RFP #8251 ATHLETIC TRAVEL AND CHARTER BUS SERVICES

NOTE: This form must be submitted whether or not addenda were issued. If no addenda were issued, check the “No Addenda were received” box and complete the signature section.

Incomplete, unsigned, or missing forms will disqualify the proposal in its entirety. The College will not request or accept corrections, substitutions, or supplemental forms after the submission deadline.

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

<u>Addendum Number</u>	<u>Date</u>	<u>Acknowledge Receipt</u>
<u>(initial)</u>		
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

☒ No Addenda were received or included with the bid package:

Acknowledged for: Test Bus Company A
(Name of Bidder/Company)

Jane Sample
(Signature of Authorized Representative)

8/5/2026
Date

Jane Sample
Name (Print)

President
Title