

# Evaluation Committee Report

## Lyndhurst School District School District Evaluation Committee Report for the Food Services RFP 2023-2024

1. List of Proposers:

- Maschio's

2. List of Evaluation Committee Members:

- James Hyman

3. Proposal Summary: The following is financial review of the FSMC's proposal:

<b>Financial Comparison of FSMC's Proposals</b>	
<b>Name of FSMC</b>	<b>Maschio's</b>
<b>REVENUE TOTAL</b>	
Total Operational Revenue	<b>\$736,406.63</b>
<b>NET FOOD COST</b>	
Food Cost	\$237,418.17
Percent of Revenue	32%
Cents per Meal	\$1.37
<b>NET PAPER AND CLEANING COST</b>	
Paper and Cleaning Cost	\$48,395.44
Percent of Revenue	7%
Cents per Meal	\$0.28
<b>NET OTHER COST</b>	
Other Cost	\$24,045.07
Percent of Revenue	3%
Cents per Meal	\$0.14
<b>LABOR</b>	
Sub Total Hourly Payroll	\$290,096.65
Sub Total Hourly Taxes & Benefits	\$83,135.68
Total Hourly Wages, Taxes & Benefits	<b>\$373,232.33</b>
Total Yearly Hourly Work Days	185
Total Daily Hourly Food Service Workers Hours	85.50
Total Hourly Positions	16
Food Service Director Salary	Hourly
Total Hourly & Management Wages, Taxes & Benefits	<b>\$373,232.33</b>
<b>Percent of Revenue</b>	51%
<b>Cents per Meal</b>	\$2.15
<b><u>FSMC Management Positions &amp; Count:</u></b>	
Food Service Director	1
Chef	-
Asst. Director	-
Administrative Assist.	-
Total Management and Admin. Position Count	<b>1</b>

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Financial Comparison of FSMC's Proposals	
Name of FSMC	Maschio's
<b>PROJECTED MEAL COUNTS and MANAGEMENT FEE EXPENSE</b>	
Projected Breakfast Meals	11,748
Projected Lunch Meals	127,682
Projected Meal Equivalent Meals	33,775
Projected TOTAL Meals	173,205
Projected TOTAL Management Fee Expense	<b>\$30,310.90</b>
<b>TOTAL Operation Expenses</b>	<b>\$713,401.90</b>
Order Lowest to Highest	<b>1</b>
<b>MANAGEMENT FEE and SFA SURPLUS/DEFICIT (form 23, page 1)</b>	
Projected Bottom Line	<b>\$23,004.73</b>
Cents per Meal Management Rate	\$0.1750
Order Lowest to Highest	<b>1</b>
Guarantee Return	<b>\$4,000.00</b>
Order Highest to Lowest	<b>1</b>

**4. Evaluation Criteria** - The following was the criteria used by the committee in evaluating the proposals:

<b>The Criteria Used In Evaluating Proposals</b> <i>The points awarded range from 1 to 5, with 5 being the highest score and 1 being the lowest</i>	<b>Weighting Factor</b>	<b>Points</b>
<b>1. Total Cost:</b> points awarded to the cost of the contract (the amount indicated on page/tab 5 of Form 23CR, <b>Total Program, Total Expenses</b> ) will be based on the lowest total cost receiving the most points with decreasing points for each FSMC's higher cost.	22%	1 to 5
<b>2. The Guaranteed Return</b> will be based upon the highest guaranteed return receiving the most points (5) with decreasing points for each FSMC lower guarantee return. If no guarantee is offered then the points awarded will be zero.	15%	1 to 5
<b>3. FSMCs capability, record of performance and financial condition:</b> Corporate capability and experience will be measured by performance record, years in the industry, relevant experience, ability to successfully operate a non NSLP and a NSLP food service program, number of districts served, client retention, references, and the financial condition of the FSMC.	13%	1 to 5
<b>4. Proposed on-site management:</b> Considers the number of the management team proposed, references; proposal resumes, face to face interviews and any other method to discover the capabilities and skill level of the on-site manager.	21%	1 to 5
<b>5. The Food Service program proposed by the FSMC:</b> Considers how the FSMC will provide good variety, great taste, freshness, authenticity, healthy choices, ambiance, and excellent service that will be the norm, not the exception. Did the FSMC provide appropriate food concepts that will attract and retain the students in a comforting and comfortable atmosphere? How will the FSMC operate any satellite program? Did the FSMC show how they used their creativity, skills, resources and staff to propose and provide a program that meets the District goals? Did and will the FSMC propose a program which increases the frequencies of vegetables and fruit and less reliance on starches? How will the FSMC pricing strategy increase sales?	19%	1 to 5

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<b>The Criteria Used In Evaluating Proposals</b> <i>The points awarded range from 1 to 5, with 5 being the highest score and 1 being the lowest</i>	<b>Weighting Factor</b>	<b>Points</b>
<b>6. FSMC's Start Up/Transition Plan:</b> Is the FSMC start up plan customized to the start of this program? Is the plan detailed plan from pre-planning (10 days prior to the start of the contract) through the start of the contract through the first three months to September 30, 2023? Did it detail the additional management/resources provided as well as the startup task any requirements for the District, implementation date, estimated completion date, and who is responsible (name and title)? Did the plan have enough different (not repetitive) tasks listed covering the startup activities in implementation, management, HR, food services and training? Was it submitted in Excel format or a Gantt chart?	10%	1 to 5

**5. Scoring** – The following is the scoring totals of the Evaluation Committee:

<b>TOTALS</b>			
CRITERIA	Weight %	Points	Weighted
		Maschio's	Maschio's
Criteria 1-Total Cost	22%	5.00	1.100
Criteria 2-Guaranteed Return	15%	5.00	0.750
Criteria 3-FSMCs Capability, Rec. of Performance and Financial	13%	5.00	0.650
Criteria 4-Proposed Onsite Management	21%	4.00	0.840
Criteria 5-Food Service Program Proposed by FSMC	19%	4.00	0.760
Criteria 6-FSMCs Startup/Transition Plan	10%	5.00	0.500
<b>TOTALS</b>	<b>100%</b>	<b>28.00</b>	<b>4.600</b>

**6. Summary of Scoring:** The following evaluation scores resulted after being scored by the evaluation committee:

- A. **Maschio's 4.6 weighted points** – Maschio's scored the highest in a six of the evaluation categories as they were the only proposer.

**7. Recommendation of the Lyndhurst School District Food Services RFP Evaluation Committee:**

Upon review of the proposals submitted, and based upon the RFP evaluation criteria, the committee concludes that Maschio's proposal is the most advantageous for the Lyndhurst Board of Education.