

Evaluation Committee Report

Lakewood School District Evaluation Committee Report for the Food Services RFP 2019-2020

1. List of Proposers:
 - Sodexo
2. List of Evaluation Committee Members:
 - Robert Finger
 - Diane Piasentini
 - Kevin Campbell
3. Proposal Comparison Summary: The following is financial comparison of the FSMC's proposals:

Lakewood Financial Comparison of FSMC's Proposals	
Name of FSMC	Sodexo
REVENUE TOTAL	
NET FOOD COST	\$4,695,229.02
Percent of Revenue	\$2,019,014.59
NET PAPER AND CLEANING COST	43%
Percent of Revenue	\$131,662.00
NET OTHER COST	3%
Percent of Revenue	\$234,753.03
LABOR	5%
Total Hourly Payroll	\$868,511.77
Total Hourly Taxes & Benefits	\$423,423.23
Total Hourly Wages, Taxes & Benefits	\$1,291,935.00
Total Yearly Hourly Work Days	181
Total Daily Hourly Food Service Workers Hours	335.50
Total Hourly Positions	62
General Manager	\$103,982.00
Operational Manager	\$53,785.00
Chef Manager	\$48,709.00
Food Service Manager	\$42,307.00
HR	\$51,300.00
Total Management & Clerical Taxes Benefits	\$114,672.00
Total Management & Clerical	\$414,755.00
Total Hourly & Management Wages, Taxes & Benefits	\$1,706,690.00
Percent of Revenue	36%
FSMC Management Positions & Count:	
General Manager	1
Chef	1
Assistant Managers	2
HR	1
Total Management & Clerical Position Count	5
BREAKFAST and LUNCH MEAL RATES	
FSMC Meal Rate-Breakfast	\$1.7000
Order Lowest to Highest	1
FSMC Meal Rate-Lunch	\$3.1640
Order Lowest to Highest	1
BILLABLE MEAL EXPENSE	
Projected Billable Meal Rate-Breakfast	\$1,084,118.90
Projected Billable Meal Rate-Lunch	\$2,554,430.09
Projected Billable Meal Rate-Meal Equivalent	\$453,570.64
Projected Billable Meal Rate-ASSP	-
Projected Commodity Credit	\$187,707.00
Total Projected Billable Expense	\$3,904,412.63
Order Lowest to Highest	1
SFA SURPLUS/DEFICIT (form 23, page 1)	
SFA Surplus/Deficit with out Commodity Credit	\$603,109.39
Commodity Credit	\$187,707.00
Total SFA Surplus/Deficit	\$790,816.39
Guarantee Return	\$790,816.39
Order Highest to Lowest	1

Evaluation Committee Report

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

The Criteria Used in Evaluating Proposals <i>The points awarded range from 1 to 5, with 5 being the highest score and 1 being the lowest</i>		Weighting Factor	Points
1. Total Meal Rate and FSMC Guarantee Return (if any). 1 to 5 points will be awarded to both a. and b.: a. The points awarded to meal rate will be based upon the lowest meal rate receiving the most points (5) with decreasing points for each FSMCs higher meal rate. b. The guaranteed return will be based upon the highest guaranteed return receiving the most points (5) with decreasing points for each FSMC's lower guarantee return. If no guarantee is offered then the points awarded will be zero.		26%	1 to 5 for a. and b.
2. FSMCs capability, record of performance and financial condition: 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.		12%	1 to 5
3. Proposed onsite management: 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 onsite manager.		22%	1 to 5
4. The Food Service program proposed by the FSMC: 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 an inviting and comfortable atmosphere? How will the FSMC operate the satellite program to the elementary school? Did the FSMC show how they used their creativity, skills, resources and staff to propose and provide a program that meets the District's stated goal? 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?		20%	1 to 5
5. FSMC's Start Up/Transition Plan: Is the FSMC's start up plan customized to the start of this program? Is the plan a detailed plan from pre- planning (10 days prior to the start of the contract) through the start of the contract through the first two months to September 30, 2019? Did it detail the additional management/resources they will be providing 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

Evaluation Committee Report

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

TOTALS			
CRITERIA	Weight %	Points	Weighted
		Sodexo	Sodexo
Criteria 1-Total Meal Rate and FSMC Guarantee Return	26%	15.00	7.800
a. Meal Rate		15.00	
b. Guaranteed Return			
Criteria 2-FSMCs Capability, Rec. of Performance and Financial	12%	15.00	1.800
Criteria 3-Proposed Onsite Management	22%	14.00	3.080
Criteria 4-Food Service Program Proposed by FSMC	20%	12.00	2.400
Criteria 5-FSMCs Startup/Transition Plan	10%	15.00	1.500
TOTALS	90%	86.00	16.580

6. Recommendation of the Lakewood School District Food Services RFP Evaluation Committee:

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

LAKEWOOD TOWNSHIP SCHOOL DISTRICT

FSMC PROPOSAL HIGHLIGHTS

SODEXO

- Surplus: **\$790,816.39**
- Guaranteed: **YES**
- Unlimited: **YES**
- Breakfast Meal Rate: **\$1.70**
- Lunch Meal Rate: **\$3.1640**
- Exceptions: **NO**
- Minimum Staffing Requirements Met: **YES**
- Increase in Minimum Wage Included: **YES**
- Hourly Payroll Expense Increases: **YES**
- Investment: **NO**

Lakewood Financial Comparison of FSMC's Proposals	
Name of FSMC	Sodexo
REVENUE TOTAL	
	\$4,695,229.02
NET FOOD COST	
	\$2,019,014.59
Percent of Revenue	43%
NET PAPER AND CLEANING COST	
	\$131,662.00
Percent of Revenue	3%
NET OTHER COST	
	\$234,753.03
Percent of Revenue	5%
LABOR	
Total Hourly Payroll	\$868,511.77
Total Hourly Taxes & Benefits	\$423,423.23
Total Hourly Wages, Taxes & Benefits	\$1,291,935.00
Total Yearly Hourly Work Days	181
Total Daily Hourly Food Service Workers Hours	335.50
Total Hourly Positions	62
General Manager	\$103,982.00
Operational Manager	\$53,785.00
Chef Manager	\$48,709.00
Food Service Manager	\$42,307.00
HR	\$51,300.00
Total Management & Clerical Taxes Benefits	\$114,672.00
Total Management & Clerical	\$414,755.00
Total Hourly & Management Wages, Taxes & Benefits	\$1,706,690.00
Percent of Revenue	36%
FSMC Management Positions & Count:	
General Manager	1
Chef	1
Assistant Managers	2
HR	1
Total Management & Clerical Position Count	5
BREAKFAST and LUNCH MEAL RATES	
FSMC Meal Rate-Breakfast	\$1.7000
Order Lowest to Highest	1
FSMC Meal Rate-Lunch	\$3.1640
Order Lowest to Highest	1
BILLABLE MEAL EXPENSE	
Projected Billable Meal Rate-Breakfast	\$1,084,118.90
Projected Billable Meal Rate-Lunch	\$2,554,430.09
Projected Billable Meal Rate-Meal Equivalent	\$453,570.64
Projected Billable Meal Rate-ASSP	-
Projected Commodity Credit	\$187,707.00
Total Projected Billable Expense	\$3,904,412.63
Order Lowest to Highest	1
SFA SURPLUS/DEFICIT (form 23, page 1)	
SFA Surplus/Deficit with out Commodity Credit	\$603,109.39
Commodity Credit	\$187,707.00
Total SFA Surplus/Deficit	\$790,816.39
Guarantee Return	\$790,816.39
Order Highest to Lowest	1
PROPOSAL QUESTIONS	
Is the Surplus guaranteed?	Yes
Guarantee limited or unlimited?	Unlimited
Meals Prices Increased?	NA
Total Investment by FSMC	NA
Is Investment Charged to Program?	NA
Is the investment included in the guarantee	NA
Did FSMC include minimum wage increase of \$10 & \$11 per hour?	Yes
Was minimum staffing requirements met?	Yes
Did the Hourly Payroll Expense Increase?	Yes
Has the FSMC submitted any exceptions to anything contained in this RFP?	No

Investment Comparison of FSMC's

Sodexo

Equipment Provided Not Depreciated

Type/Description of Equip.	Qty.	Make/Model	Total Cost	
None			\$0.00	

Equipment Being Depreciated

Type/Description of Equip.	Qty.	Make/Model	Total Cost	Annual Depreciation	Years Depreciated
None			\$0.00		
Total			\$0.00	\$0.00	

Number of Food Stations & Description Proposed by Each FSMC

Sodexo

Name of Station	No. Stations	Description
High Schools		
Commons Adventure Station	1	Breakfast and coffee, Hot food of the day, and Ala Cart items
Commons Grab and Go	1	Pre made sandwiches and salads and bento boxes and Ala cart items
Commons Deli Bar	2	Made to order sandwiches and wraps Ala cart items
Commons Hot Sandwiches	2	Premade hot sandwiches included a daily special Ala cart items
Commons Pizza	2	multitple pizza and pasta offeringsAla cart items
Café Adventure Station	3	Breakfast and coffee, Hot food of the day, and Ala Cart items
Café Grab and Go	3	Pre made sandwiches and salads and bento boxes and Ala cart items
Café Deli Bar	4	Made to order sandwiches and wraps Ala cart items
Café Hot Sandwiches	4	Premade hot sandwiches included a daily special Ala cart items
Café Pizza	4	multitple pizza and pasta offeringsAla cart items
Number of points of payment	4	
Middle Schools		
Main serving line Right	1	Breakfast, Hot entrée selections, cold sandwiches and salads and bento boxes, hot premade sandwiches and pizza and ala cart items
Main Serving Line left	2	Breakfast, Hot entrée selections, cold sandwiches and salads and bento boxes, hot premade sandwiches and pizza and ala cart items
Snack Bar	3	Ala Cart items
C-Store	4	Student Breakfasts and adult ala cart
Gym	5	Breakfast only
Auditroium	6	Breakfast only
Number of points of payment	6	
Elementary		
Number of Daily Entrees	Brief Description	
2 Breakfast entrée choices, 3 hot lunch entrée,1 hot sandwich,1 cold salad,2 cold grab and go	2 Daily cold breakfast entrees, 1 hot entrée and 1 hot sandwich, 1 cold salad, 1 cold sandwich,Bento box, PB&J lunch, Rotating weekly hot sandwich and weekly rotating bento box.	