

Evaluation Committee Report

Morris School District School District Evaluation Committee Report for the Food Services RFP 2024-2025

1. List of Proposers:

- Aramark
- Maschio's
- NutriServe
- Pomptonian
- SFE
- Whitson's

2. List of Evaluation Committee Members:

- Anthony Lo Franco
- Shaneya Hackett
- Melissa Johnson
- Vincent Marchese
- Belinda McBride
- Christopher Miller
- Anne Mucci
- Erin Vasold
- Carla Walker

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

Morris School District Financial Comparison of FSMC's Proposals						
Name of FSMC	Aramark	Maschio	Nutriserve	Pomptonian	SFE	Whitson
REVENUE TOTAL						
Total Operational Revenue	\$2,262,481.37	\$2,252,845.52	\$2,239,493.15	\$2,102,322.03	\$2,206,782.89	\$2,331,871.84
NET FOOD COST						
Food Cost	\$605,765.68	\$832,404.93	\$795,403.51	\$751,538.78	\$736,084.03	\$735,180.67
Percent of Revenue	27%	37%	36%	36%	33%	32%
Cents per Meal	\$1.07	\$1.42	\$1.42	\$1.38	\$1.36	\$1.21
NET PAPER AND CLEANING COST						
Paper and Cleaning Cost	\$58,908.64	\$76,596.75	\$115,638.00	\$65,124.96	-	\$63,035.00
Percent of Revenue	3%	3%	5%	3%	-	3%
Cents per Meal	\$0.10	\$0.13	\$0.21	\$0.12	-	\$0.10
NET OTHER COST						
Other Cost	\$73,332.63	\$41,816.41	\$46,648.00	\$31,762.20	\$89,374.94	\$33,725.00
Percent of Revenue	3%	2%	2%	2%	4%	1%
Cents per Meal	\$0.13	\$0.07	\$0.08	\$0.06	\$0.17	\$0.06
LABOR						
Sub Total Hourly Payroll	\$640,128.05	\$578,901.80	\$557,387.69	\$567,254.93	\$613,751.22	\$725,085.20
Sub Total Hourly Taxes & Benefits	\$132,346.76	\$163,985.38	\$104,184.09	\$144,179.63	\$177,869.65	\$163,854.90
Total Hourly Wages, Taxes & Benefits	\$772,474.81	\$742,887.18	\$661,571.78	\$711,434.56	\$791,620.87	\$888,940.10
Total Yearly Hourly Work Days	178	178	178	178	181	180
Total Daily Hourly Food Service Workers Hours	190.00	188.00	187.00	182.00	204.00	218.50
Total Hourly Positions	34	34	34	33	36	37

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Morris School District Financial Comparison of FSMC's Proposals						
Name of FSMC	Aramark	Maschio	Nutriserve	Pomptonian	SFE	Whitson
Food Service Director Salary	\$93,500.00	\$62,040.00	\$75,000.00	\$72,500.00	\$89,977.39	\$95,949.00
Assistant Director Salary	\$73,000.00	\$46,800.00	\$50,000.00	\$42,900.00	\$68,250.00	\$50,755.00
Chef Salary	\$73,000.00	\$57,600.00	\$55,000.00	\$38,025.00	\$53,625.00	\$47,024.00
Operations Manager	-	-	-	\$7,614.00	-	-
Sub Total Management Taxes & Benefits	\$54,041.00	\$63,147.00	\$72,480.00	\$59,032.96	\$54,224.52	\$47,032.00
Total Management Salary, Taxes & Benefits	\$293,541.00	\$229,587.00	\$252,480.00	\$220,071.96	\$266,076.91	\$240,760.00
Total Hourly & Management Wages, Taxes & Benefits	\$1,066,015.81	\$972,474.18	\$914,051.78	\$931,506.52	\$1,057,697.78	\$1,129,700.10
Percent of Revenue	47%	43%	41%	44%	48%	48%
Cents per Meal	\$1.88	\$1.66	\$1.63	\$1.71	\$1.96	\$1.85
FSMC Management Positions & Count:						
Food Service Director	1	1	1	1	1	1
Chef	1	1	1	1	1	1
Asst. Director	1	1	1	1	1	1
Administrative Assist.	1	1	-	-	2	1
Total Management and Admin. Position Count	4	4	3	3	5	4
PROJECTED MEAL COUNTS and MANAGEMENT FEE EXPENSE						
Projected Breakfast Meals	160,022	165,006	163,345	154,665	155,269	184,817
Projected Lunch Meals	369,720	363,930	359,386	348,979	354,347	371,504
Projected Catering and SFA/SFA Meals	18,509	18,437	18,511	18,517	29,988	18,085
Projected Meal Equivalent Meals	36,486	37,466	39,362	23,767	30,179	34,817
Projected TOTAL Meals	566,228	584,839	562,093	545,928	539,795	609,223
Projected TOTAL Management Fee Expense	\$135,894.72	\$128,664.58	\$112,362.33	\$121,161.32	\$113,804.21	\$133,871.75
TOTAL Operation Expenses	\$1,939,917.48	\$2,051,956.85	\$1,984,103.62	\$1,901,093.79	\$1,996,960.96	\$2,095,512.52
Order Lowest to Highest	2	5	3	1	4	6
MANAGEMENT FEE and SFA SURPLUS/DEFICIT (form 23, page 1)						
Projected Bottom Line	\$322,563.89	\$200,888.67	\$255,389.53	\$201,228.24	\$209,821.93	\$236,359.32
Cents per Meal Management Rate	\$0.2400	\$0.2200	\$0.1999	\$0.2195	\$0.2108	\$0.2206
Order Lowest to Highest	6	3	1	4	2	5
Guarantee Return	\$322,563.89	\$201,000.00	\$150,000.00	\$175,000.00	\$175,000.00	\$236,000.00
Order Highest to Lowest	1	3	6	4	4	2
PROPOSAL QUESTIONS						
Is the surplus guaranteed	Yes	Yes	No	No	No	Yes
Minimum Staffing Requirements Met?	Yes	Yes	Yes	Yes	Yes	Yes

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 Cost: points awarded to the cost of the contract (the amount indicated on page/tab 5 of Form 23CR, Total Program, Total Expenses) 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
2. The Guaranteed Return will be based upon the highest guaranteed return receiving the most points (5) with decreasing points for each FSMC with a lower guarantee return. If no guarantee is offered, then the points awarded will be zero.	15%	1 to 5
3. 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.	13%	1 to 5

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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
4. Proposed on-site 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 on-site manager.	21%	1 to 5
5. 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 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
6. FSMC's Start Up/Transition Plan: 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, 2024? 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:

TOTALS													
CRITERIA	Weighing Percent	Points Awarded (1 to 5)						Weighted Points					
		Aramark	Maschios	Nutriserve	Pomptonian	SFE	Whitsons	Aramark	Maschios	Nutriserve	Pomptonian	SFE	Whitsons
Criteria 1-Total Cost	22%	36.00	13.50	27.00	45.00	18.00	9.00	7.920	2.970	5.940	9.900	3.960	1.980
Criteria 2-Guaranteed Return	15%	45.00	27.00	9.00	18.00	18.00	36.00	6.750	4.050	1.350	2.700	2.700	5.400
Criteria 3-FSMCs Capability, Rec. of Performance and Financial Cond.	13%	26.00	32.00	11.00	42.00	10.00	21.50	3.380	4.160	1.430	5.460	1.300	2.795
Criteria 4-Proposed Onsite Management	21%	22.00	27.00	11.00	38.00	11.00	36.50	4.620	5.670	2.310	7.980	2.310	7.665
Criteria 5-Food Service Program Proposed by FSMC	19%	24.00	31.00	11.00	43.00	11.00	21.50	4.560	5.890	2.090	8.170	2.090	4.085
Criteria 6-FSMCs Startup/Transition Plan	10%	22.00	30.00	13.00	38.00	12.00	24.00	2.200	3.000	1.300	3.800	1.200	2.400
TOTALS	100%	175.00	160.50	82.00	224.00	80.00	148.50	29.430	25.740	14.420	38.010	13.560	24.325

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

- A. **Pomptonian 38.01 weighted points** – Pomptonian scored the highest in five of the six evaluation categories. In terms of Total Cost and Guaranteed Return, Pomptonian finished fourth in Guaranteed Return and first in Total Cost. Pomptonian, Capability/Record of Performance, were deemed to be the best of the proposals with the committee rewarding them with the highest points in criteria three. In reviewing the resume of the company's candidates and interviewing the candidates, Pomptonian proposed candidate received the highest ranking for On-Site Management. Their Proposed Program score was first as it met the stated objectives. Finally, in category six, their Startup Plan/Transition Plan ranked the highest.
- B. **Aramark 29.43 weighted points** - Aramark scored the highest in one of the six evaluation categories and second in another. In terms of Total Cost and Guaranteed Return, Aramark finished first in Guaranteed Return and second in Total Cost. Aramark, Capability/Record of Performance, was ranked 3rd in criteria

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three. In reviewing the resume of the company's candidates and interviewing the candidates, Aramark proposed candidate received the fourth highest ranking for On-Site Management. Their Proposed Program score received the third highest score. Finally, in category six, their Startup Plan/Transition Plan finished with the fourth highest score.

- C. **Maschio's 25.74 weighed points** – In terms of Total Cost, Maschio's received the 5th place score for the first scoring criteria. In Category Two, Guaranteed Return, Maschio's had the third highest guarantee and received the third highest score. Maschio's finished in second for Criteria Three. For on-site management, Maschio's was ranked third. Maschio's finished in second in both Criteria Five and Six, Proposed Program and Transition Plan respectively.
- D. **Whitson's 24.325 weighed points** – In terms of Total Cost, Whitson's received the lowest score for the first scoring criteria, Total Cost. In Category Two, Guaranteed Return, Whitson's had the second highest score. Whitson's finished in fourth for Criteria Three. For on-site management, Whitson's was ranked second. Whitson's finished with the fourth highest score in category five. In category six, Transition Plan, Whitson's finished in third place.
- E. **NutriServe 14.42 weighed points** – In terms of Total Cost, NutriServe proposed the 3rd lowest cost and therefore received the third highest score for the first scoring criteria. In Category Two, Guaranteed Return, NutriServe had the lowest score. NutriServe finished in fifth place for Criteria Three and finished with the fifth highest score for Criteria four, five, and six as well.
- F. **SFE 13.56 weighed points** –In terms of Total Cost and Guaranteed Return, SFE finished fourth in Guaranteed Return and fourth in Total Cost. SFE finished sixth for Criteria Three, tied for fifth for criteria four, and finished sixth in categories five and six.

7. Recommendation of the Morris 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 Pomptonian proposal is the most advantageous for the Morris Board of Education.