

Board of Education Report N.J.S.A 18A:18A-4.5(d)

On behalf of the Freehold Borough Board of Education, the Evaluation Committee submits this Report on 05/19/23 accepting the Food Service Management Company (FSMC) proposal from Pomptonian Food Service for the 2023-2024 School Year.

There were two (2) companies that requested the RFP and two (2) responded.

Evaluation Committee Member Name	Position
Patrick Pisano	School Business Administrator
Patricia Saxton	Assistant Business Administrator

On 05/02/23 Proposals were received by:

Pomptonian Food Service and Southwest Foodservice Excellence.

After review of the proposals according to the Evaluation Criteria listed in the Request for Proposal,

It was determined that Pomptonian Food Service met the criteria in the best manner, which includes Total Cost, Understanding of School Food Service Program, Evidence of FSMC capability, experience and performance; qualifications of the Proposed Management Staff; and FSMC philosophy, demonstrated experience, menu development and promotion of healthy foods.

Summary of Proposal	Pomptonian	Southwest
Management Fee	\$ 63,688.00	\$56,202.12
Total income	\$1,202,161.84	\$1,076,222.13
Total expenses	\$1,137,304.41	\$ 971,012.07
Return	\$64,857.43	\$ 105,210.06

Evaluation scores were: Pomptonian Food Service 4.7

Southwest Foodservice Excellence 4.1

While the Southwest proposal included a lower Management Fee, Southwest did not prove, in a convincing manner, that they had a complete understanding of our School Food Service Program. The Southwest proposal listed no NJ Schools as references and their home office is located in Arizona.

We thank Southwest for responding however,

It is recommended that Pomptonian Food Service has demonstrated in all areas that they can fulfill the FSMC needs of the Freehold Borough School District in the best manner.

FSMC Total Weighted Scores					
Evaluator	Pomptonian	Southwest	FSMC #3	FSMC #4	
Patrick Pisano	4.7	4.2	0	0	0
Patricia Saxton	4.7	4	0	0	0
Evaluator #3	0	0	0	0	0
Evaluator #4	0	0	0	0	0
Total	9.4	8.2	0	0	0
Total / # of evaluators	4.7	4.1			

Evaluator #1 FSMC Evaluations - PATRICK PISANO

Instructions: Enter name of evaluator in row 2. Enter the name of the FSMC at the top of each column.

The Criteria Used in Evaluating Proposals: The points awarded range from 1 to 5, with 5 being the highest score and 1 being the lowest	Weighting Factor	Pomptonian		Southwest		FSMC #3		FSMC #4	
		Points 1 to 5	Total Score	Points 1 to 5	Total Score	Points 1 to 5	Total Score	Points 1 to 5	Total Score
(1) Total Cost: points awarded to the cost of the contract will be based on the lowest total cost receiving the most points with decreasing points for each FSMC's higher cost.	30%	4	1.2	5	1.5		0		0
(2) The FSMC demonstration of having complete understanding of the SFA's School Food Service Program and its service requirements.	20%	5	1	3	0.6		0		0
(3) Evidence of the FSMC capability and experience evidenced by performance record, references, client retention, number of SFA's served.	20%	5	1	3	0.6		0		0
(4) The qualifications and experiences of the FSMC management personnel that are to be assigned to the School Food Service Program. Proposed management staff, stating experience, with USDA Professional Standards for education, to be assigned to SFA.	20%	5	1	5	1		0		0
(5) The FSMC philosophy and demonstrated experience and involvement in nutrition, promotion of nutrition, menu development and ideas for increasing student participation. Promotion of healthy foods and produce while maintaining quality control and cleanliness.	10%	5	0.5	5	0.5		0		0
(6)			0		0		0		0
(7)			0		0		0		0
TOTAL	100%		4.7		4.2		0		0

IMPORTANT NOTES

When scoring Total Cost, the FSMC with the lowest Total Cost must receive 5 points for that criterion. EXAMPLE: The next lowest Total Cost amount should receive 4 points, the next lowest 3 points, etc.

A guarantee can only be given consideration in awarding of the contract if it is listed as one of the scoring criteria.

When scoring a guarantee, the FSMC with the highest guaranteed return must receive 5 points for that criterion. EXAMPLE: The next highest guarantee amount should receive 4 points, the next highest 3 points, etc.

Evaluator #2 FSMC Evaluations - PATRICIA SAXTON

The Criteria Used in Evaluating Proposals: The points awarded range from 1 to 5, with 5 being the highest score and 1 being the lowest	Weighting Factor	Pomptonian		Southwest		FSMC #3		FSMC #4	
		Points 1 to 5	Total Score	Points 1 to 5	Total Score	Points 1 to 5	Total Score	Points 1 to 5	Total Score
(1) Total Cost: points awarded to the cost of the contract will be based on the lowest total cost receiving the most points with decreasing points for each FSMC's higher cost.	30%	4	1.2	5	1.5		0		0
(2) The FSMC demonstration of having complete understanding of the SFA's School Food Service Program and its service requirements.	20%	5	1	3	0.6		0		0
(3) Evidence of the FSMC capability and experience evidenced by performance record, references, client retention, number of SFA's served.	20%	5	1	3	0.6		0		0
(4) The qualifications and experiences of the FSMC management personnel that are to be assigned to the School Food Service Program. Proposed management staff, stating experience, with USDA Professional Standards for education, to be assigned	20%	5	1	4	0.8		0		0
(5) The FSMC philosophy and demonstrated experience and involvement in nutrition, promotion of nutrition, menu development and ideas for increasing student participation. Promotion of healthy foods and produce while maintaining quality	10%	5	0.5	5	0.5		0		0
(6)	0%		0		0		0		0
(7)	0%		0		0		0		0
TOTAL	100%		4.7		4		0		0

Instructions: Enter name of evaluator in row 2. Enter the name of the FSMC at the top of each column.

IMPORTANT NOTES

When scoring Total Cost, the FSMC with the lowest Total Cost must receive 5 points for that criterion. EXAMPLE: The next lowest Total Cost amount should receive 4 points; the next lowest 3 points, etc.

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