



**Evaluation Committee Report  
Carlstadt Public School  
Food Services RFP 2024-2025**

List of Proposals Received

- Pomptonian

Evaluation Committee Members

- Paul Roth / Interim Business Administrator
- Denise Henke / Administrative Assistant
- Darlene Crifasi / Food Service Manager
- Allison Evans / Superintendent

Proposal Summary

<b>Revenue:</b>	<b>\$339,407.11</b>
Food Costs:	\$139,269.44
Supply Cost:	\$11,211.56
Other Costs:	\$6,379.72
Labor Costs:	\$156,088.30
Projected Management Expense:	\$25,980.62
<b>Total Operating Expense:</b>	<b>\$338,929.64</b>
Projected Total Meals:	69,189
Order Lowest to Highest:	1
<b>Projected Bottom Line:</b>	<b>\$477.47</b>
Cents per Meal Management Rate:	.3269
Order Lowest to Highest:	1
Guarantee Return:	\$0
Order Lowest to Highest:	1

### Evaluation Criteria

The Criteria Used in Evaluating Proposal	Weighting Factor Percentage	Score (1-5)
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.	25%	1-5
Quality of Food Items.	15%	1-5
Experience with programs handling food allergies and alternate menus.	15%	1-5
Experience dealing with districts of a similar size.	15%	1-5
Evidence of nutrition advisory committee experience.	10%	1-5
Availability to meet and service the district with a strong support team.	10%	1-5
Innovative menu and marketing concepts.	10%	1-5
Totals:	100%	1-5

### Scoring

The district received one proposal. The proposal was reviewed by the committee. The results of the review are noted below:

Pomptonian - Pomptonian is not providing a guarantee. The proposal was scored by the committee using the evaluation criteria listed above. The proposal received an overall score of 4.5875 from the committee. It is worth noting that total cost and quality of food received scores of five (5) from all committee members. Scores for remaining items ranged from a low of three (3) to a high of five (5). Pomptonian is meeting the district's minimum staffing requirements.

### Recommendation

Upon review of the proposals and based on the RFP criteria the committee concludes that Pomptonian is the most advantageous to Carlstadt Public Schools.