



Dr. Jennifer Green  
Superintendent

24661 Lahser Road  
Southfield, MI 48033

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**TO: Interested Stakeholders**

**FROM: Jesse Dion Sutton, Business Office Manager**

**DATE: April 14, 2025**

**SUBJECT: Addendum I - Pre-Bid Meeting Summary – RFP 2025-04 FSMC**

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On **April 14, 2025**, a **Pre-Bid Meeting** for **RFP 2025-04 – Food Service Management Company (FSMC)** was held at **9:00 a.m.** in the **JWE Administrative Building**. Following the meeting, attendees participated in a walkthrough of three designated district locations.

**Evaluation Committee Members in Attendance:**

1. Dr. Lanissa Freeman – Deputy Superintendent
2. Marc Ingram – Chief Financial Officer
3. David Reese – Principal, Southfield A&T High School
4. Porsha Eubanks – Principal, Thompson International Academy
5. Tonya Hickman – Principal, Stevenson Elementary School
6. Alma Dean – Principal, Adler Elementary School

**Evaluation Committee Members Not in Attendance:**

1. Sakina Bolden – Principal, University K-12 Academy
2. Sonia Jackson – Principal, Levey Middle School
3. Tierra Baldwin – Principal, Birney K-8
4. Dr. Ellen George – Principal, Kennedy Learning Center

**Site Visits Conducted:**

1. Southfield High School for the Arts and Technology
2. Birney K-8
3. Adler Elementary School

**Prospective Bidders in Attendance:**

1. Rodel V. Endaluz – District Manager, Taher
2. Joseph Cieslik – Food Service Director, Taher
3. Zachary Nowak – Director of Business Development, Variety Foods
4. Jim Pearce – Sales Manager, Variety Foods
5. Fred Ellis – Senior Director of Operations, SFE
6. Jordan Groves – General Manager, SFE
7. Jerry Dickman – Regional Vice President, Whitson's
8. Teayonia White – Senior HR Manager, Aramark
9. David Neumann – Director of Business Development, Aramark

Board of Education

Ashanti L. Bland, President | Yvette Ware-DeVaul, Vice President  
Leslie Smith-Thomas, Secretary | Talisha Belk, Treasurer  
Amani Johnson, Trustee | Jillian Holloway, Trustee | Nicole Denson, Trustee  
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10. Troy Ruger – Regional Sales Director, Chartwells
11. Karen Haase – Regional Director of Operations, Chartwells
12. Mark Havericak – District Manager, Sodexo
13. Joseph Uri – Area Manager, Sodexo
14. Tatsumi Cline – Ordo School

A total of **14 prospective bidders**, representing **eight companies**, participated in the **mandatory Pre-Bid Meeting and walkthrough**, qualifying them for continued participation in the RFP 2025-04 process.

These results will also be posted on the **Southfield Public Schools website** as an **addendum to this RFP**.

If you have any questions or need additional information, please feel free to reach out.

Thank you for your continued partnership and support.

A complete attendee sign-in sheet follows.

Jesse D. Sutton  
Business Office Manager  
Southfield Public Schools  
John W. English Administration Building  
24661 Lahser Road  
Southfield, MI 48033  
248-746-8519 (telephone)  
248-746-8812 (fax)  
[jesse.sutton@southfieldk12.org](mailto:jesse.sutton@southfieldk12.org)

Board of Education

Ashanti L. Bland, President | Yvette Ware-DeVaul, Vice President  
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**248.746.8500 | [www.southfieldk12.org](http://www.southfieldk12.org)**

**Southfield Public Schools**  
**Food Service Request for Proposal**  
**Pre-Bid Meeting: April 14, 2025, 9:00 a.m.**  
<https://oneoakland.webex.com/meet/jesse.sutton>

**1. Introduction Evaluation Committee:**

- Dr. Lanissa Freeman, Deputy Superintendent ✓
- Marc Ingram, Chief Financial Officer ✓
- David Reese, Principal, Southfield A&T High School ✓
- Sakina Bolden, Principal, University K-12 Academy ✓
- Sonia Jackson, Principal, Levey Middle School ✓
- Tierra Baldwin, Principal, Birney K-8 ✓
- Porsha Eubanks, Principal, Thompson international Academy ✓
- Tonya Hickman, Principal, Stevenson Elementary School ✓
- Alma Dean, Principal, Adler Elementary School ✓
- Dr. Ellen George, Principal, Kennedy Learning Center ✓

**2. District Designated Representative**

- The sponsors designated representative for RFP 2024-04 FSMC below

Jesse Sutton, Business Office Manager  
Southfield Public Schools.  
24661 Lahser Rd, Southfield, MI 48033  
[Jesse.Sutton@southfieldk12.org](mailto:Jesse.Sutton@southfieldk12.org)  
248-746-8519.

- “All substantive pre-bid contact or communications between any potential bidder and the sponsor must be through the sponsor’s designated representative. Any substantive pre-bid contact or communication with any sponsor personnel, administration, vendors, contractors, or board members other than the designated representative will automatically disqualify them as a bidder.”
  - i. This includes staff. ✓

**3. Review of District & Specifications:**

- The deadline for questions regarding this RFP is 9:00 a.m. April 18, 2025. All questions will be answered in Addenda posted on the District website [www.Southfield.k12.org](http://www.Southfield.k12.org) and emailed to bidders who requested the RFP.
- All questions shall be **emailed** to the designated representative.
- The deadline for answers is Monday April 21, 2025, at 5:00 p.m.

**4. Bond Issue Construction Overview - Jesse Sutton**

- Southfield High School for the Arts and Technology –
  - i. Preparation Kitchen
  - ii. The date of impact on the Kitchen area is TBD, trying to phase the work to occur over a summer to minimize impact to SPS operations.
  - iii. Construction Tentative for June 2026 – June 2031
    - 1. Students moving to – no relocation involved
- University K-12 Academy –
  - i. Preparation Kitchen
  - ii. Kitchen will remain online until the end of 2025-26 school year. Demolition starts July 2026; the March 2026 construction is site mobilization which will not impact the building.
  - iii. Construction Tentative for March 2026 – June 2029
    - 1. Students moving to Eisenhower, A&T and Vandenberg

- Levey Middle School
  - i. Preparation Kitchen
  - ii. Construction Scheduled for June 23, 2025 – May 28, 2026
    - 1. Students moving to Eisenhower
- Birney K-8 School
  - i. Preparation Kitchen
  - ii. Construction Scheduled for January 5, 2025 – June 30, 2026
    - 1. Students moving to Vandenberg
- Thompson K-8 International Academy
  - i. Preparation Kitchen
  - ii. Construction Phase 1 Scheduled for June 16, 2025 – August 1, 2025
    - 1. Students moving to - No relocation involved
  - iii. Construction Phase 2 Scheduled for June 15, 2026 – August 1, 2026
    - 1. Students moving to – No relocation involved
- Adler Elementary School
  - i. Satellite Location
  - ii. Construction concluded
- Stevenson Elementary School
  - i. Preparation Kitchen *Satellite*
  - ii. Construction ends in Summer 2025; school reopens August 2025.
    - 1. Students moving back for the new SY
- McIntyre Elementary School
  - i. Preparation Kitchen *Satellite*
  - ii. Construction Scheduled for July 2026, school closure.
- Vandenberg Elementary School
  - i. Preparation Kitchen *Satellite*
  - ii. Construction Scheduled for Summer/Fall 2025, Birney relocates to this location Jan 2026
    - 1. Students moving to
- Bussey Center for Early Child Education
  - i. Preparation Kitchen
  - ii. Construction Scheduled for TBD currently on hold
- Kennedy Learning Center
  - i. Preparation Kitchen
  - ii. Construction Scheduled for TBD currently on hold
- Eisenhower Elementary School (Swing Space)
  - i. remains a swing space for the duration of the bond

**5. Vendor Presentations / interviews**

- There will be no vendor presentations/interviews for this RFP.

**6. Questions and Answers**

- Any answers furnished will not be official until verified in writing and posted as Addenda.

**7. Tour**

- Southfield High School for Arts & Technology
- Birney
- Adler
- No pics of students

## RFP 2025-04 - FOOD SERVICE MANAGEMENT

<b>Type of Meeting:</b> Pre-Bid Meeting and Facility Walk-thru	<b>Meeting Date:</b> Monday, April 14, 2025
<b>Facilitator:</b> Jesse Sutton	<b>Place/Room:</b> JWE – Conference Room

Name	Title / Company	E-mail Address	Phone
RODEL V. ENDALUZ	DISTRICT MGR. / TAHER	R.ENDALUZ@TAHER.COM	(248) 803-1863
Joseph Cieslik	FSM / Taher	j.cieslik@taher.com	(313) 597-2411
Zachary Nowak	Dir. of Business Development	Znowak@varietyfoodsolutions.com	(586) 756-8100
Jim Pearce	Sales Manager	jpearce@varietyfoodsolutions.com	(734) 346-9495
Fred Ellis	SFE - Senior Director of OPS	fred.ellis@stellco.org	314-744-1512
Jordan Graves	SFE - General Manager	Jordan.Graves@stellco.org	248-229-4191
Tonya Hickman	Principal / Stevenson Elem.	tonya.hickman@southfieldk12.org	(248) 746-8840
Jordan Dickman	WHS / UPSALES	Dickmanj@whsupsales.com	708-212-2410 312-605-0901
Teayonia White	SR. HRM	white-teayonia@aramark.com	248-744-8870 (a)
Alma Deane	Adler Elem Principal	alma.deane@southfieldk12.org	248-763-3008 (e)
David Neumann	DBD / Aramark	neumann-david@aramark.com	216-296-4674
Troy Ruger	Chartwells	Troy.Ruger@Compass-USA.com	616-551-8608

## RFP 2025-04 - FOOD SERVICE MANAGEMENT

<b>Type of Meeting:</b>	Pre-Bid Meeting and Facility Walk-thru	<b>Meeting Date:</b>	Monday, April 14, 2025
<b>Facilitator:</b>	Jesse Sutton	<b>Place/Room:</b>	JWE – Conference Room

Name	Title / Company	E-mail Address	Phone
Karen Haase	Reg. Director of Operations	karenhaase@compass-usa.com	(586) 201-0110
Mark Haverick	District Manager	Mark.Haverick@Sodexo.com	734-755-4411
Joseph Uri	Area G.M.	joseph.uri@sodexo.com	313-432-4753
Tatsumi Cline	Ordo	bids@ordoschools.com	616-502-3533
Porsha Eubanks	Principal - Thompson K-8	porsha.eubanks@k12.org	248-746-7499
David Reese	Principal A+T	david.reese@k12.org	248-746-8606
Marc Ingram	CFO / Southfield Public Schs	marc.ingram@southfieldk12.org	248-746-8549
Lanissa Freeman	Deputy / SPS	lanissa.freeman@Southfield	248-746-8546

## **Legal Notice**

### **Attention: Food Service Management Companies**

**Southfield Public Schools** is requesting proposals for school food service management services. The Food Service Management Company will provide management services according to United States Department of Agriculture regulations and guidelines, as well as State of Michigan Department of Education policies and guidelines.

The Request for Proposal and supporting documents will be available by April 9, 2025. The **mandatory** pre-bid meeting is scheduled for 9:00 am on April 14, 2025, at **Southfield Public Schools, John W. English Administration Building, 24661 Lahser Road, Southfield, MI 48033**. All proposals must be submitted **electronically** to [jesse.sutton@southfieldk12.org](mailto:jesse.sutton@southfieldk12.org) no later than 2:00 pm on April 30, 2025.

**Contact [jesse.sutton@southfieldk12.org](mailto:jesse.sutton@southfieldk12.org) to request the bid documents and confirm your attendance at the mandatory pre-bid meeting.**

The Southfield Public Schools' Board of Education reserves the right to accept or reject any and/or all proposals or to accept the proposal that it finds, in its sole discretion, to be in the best interest of the school district.