

Evaluation Committee Report

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

1. List of Proposers:

- Aramark
- Sodexo
- Whitson's

2. List of Evaluation Committee Members:

- Agnese Brattoli
- Diane Piasentini

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

Lakewood Financial Comparison of FSMC's Proposals			
Name of FSMC	Aramark	Sodexo	Whitson
REVENUE TOTAL			
Total Operational Revenue	\$3,485,596.00	\$4,473,056.80	\$4,460,962.80
NET FOOD COST			
Food Cost	\$983,669.06	\$1,768,844.21	\$1,438,820.21
Percent of Revenue	28%	40%	32%
Cents per Meal	\$0.96	\$1.40	\$1.14
NET SUPPLY COST			
Supply Cost (Paper and Cleaning)	\$117,841.86	\$158,650.48	\$132,000.00
Percent of Revenue	3%	4%	3%
Cents per Meal	\$0.12	\$0.13	\$0.10
NET OTHER COST			
Other Cost	\$135,766.03	\$133,049.00	\$64,831.56
Percent of Revenue	4%	3%	1%
Cents per Meal	\$0.13	\$0.11	\$0.05
LABOR			
Sub Total Hourly Payroll	\$1,171,670.50	\$1,099,600.68	\$1,020,157.20
Sub Total Hourly Taxes & Benefits	\$545,864.00	\$323,990.49	\$239,739.94
Total Hourly Wages, Taxes & Benefits	\$1,717,534.50	\$1,423,591.17	\$1,259,897.14
Total Yearly Hourly Work Days	10,807	10,070	9,540
Total Daily Hourly Food Service Workers Hours	317.50	309.50	308.50
Total Hourly Positions	54	53	53
Food Service Director Salary	\$80,000.00	\$97,282.00	\$118,200.00
Assistant Director Salary	\$70,000.00	\$70,637.00	\$70,200.00
Assistant Director Salary	\$70,000.00	\$56,181.00	\$70,200.00
Chef Salary	\$70,000.00	\$65,229.00	\$66,690.00
Admin Assistant		\$41,267.00	\$60,840.00
Sub Total Management Taxes & Benefits	\$74,066.00	\$84,273.38	\$93,503.40
Total Management Salary, Taxes & Benefits	\$364,066.00	\$414,869.38	\$479,633.40
Total Hourly & Management Wages, Taxes & Benefits	\$2,081,600.50	\$1,838,460.55	\$1,739,530.54
Percent of Revenue	60%	41%	39%
Cents per Meal	\$2.03	\$1.45	\$1.37

Evaluation Committee Report

Lakewood Financial Comparison of FSMC's Proposals			
Name of FSMC	Aramark	Sodexo	Whitson
<u>FSMC Management Positions & Count:</u>			
Food Service Director	1	1	1
Chef	1	1	1
Asst. Director	2	2	2
Administrative Assist.		1	1
Total Management and Admin. Position Count	4	5	5
PROJECTED MEAL COUNTS and MANAGEMENT FEE EXPENSE			
Projected Breakfast Meals	413,640	523,100	523,100
Projected Lunch Meals	473,400	604,700	604,700
Projected ASSP Meals	25,000	25,000	25,000
Projected SFSP Meals	48,600	48,600	48,600
Projected Meal Equivalent Meals	62,378	63,830	63,830
Projected TOTAL Meals	1,023,018	1,265,230	1,265,230
Projected TOTAL Management Fee Expense	\$209,718.69	\$278,350.55	\$278,350.55
TOTAL Operation Expenses	\$3,528,596.14	\$4,177,354.80	\$3,653,532.86
Order Lowest to Highest	1	3	2
MANAGEMENT FEE and SFA SURPLUS/DEFICIT (form 23, page 1)			
Projected Bottom Line	-\$43,000.14	\$295,702.00	\$807,429.94
Cents per Meal Management Rate	\$0.2050	\$0.2200	\$0.2200
Order Lowest to Highest	1	2	2
Guarantee Return	-\$63,000.00	\$295,702.00	\$719,909.00
Order Highest to Lowest	3	2	1
PROPOSAL QUESTIONS			
Is the entire surplus guaranteed?	No	Yes	No
Minimum Staffing Requirements Met?	Yes	Yes	Yes
Any FSMC submitted exceptions to anything in this RFP?	No	No	No

- 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
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	19%	1 to 5

Evaluation Committee Report

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
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?			
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	Weight %	Points Awarded (1 to 5)			Weighted Points		
		Aramark	Sodexo	Whitson's	Aramark	Sodexo	Whitson's
Criteria 1-Total Cost	22%	10.00	7.00	8.50	2.200	1.540	1.870
Criteria 2-Guaranteed Return	15%	6.00	8.00	10.00	0.900	1.200	1.500
Criteria 3-FSMCs Capability, Rec. of Performance and Financial Cond.	13%	7.50	9.25	6.50	0.975	1.203	0.845
Criteria 4-Proposed Onsite Management	21%	6.50	10.00	7.50	1.365	2.100	1.575
Criteria 5-Food Service Program Proposed by FSMC	19%	8.00	8.50	10.00	1.520	1.615	1.900
Criteria 6-FSMCs Startup/Transition Plan	10%	5.00	10.00	6.00	0.500	1.000	0.600
TOTALS	100%	43.00	52.75	48.50	7.460	8.658	8.290

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

- A. **Sodexo 8.658 weighted points** – Sodexo scored the highest in three of the six evaluation categories. In terms of Total Cost and Guaranteed Return, Sodexo finished second in Guaranteed Return and 3rd in Total Cost. Sodexo, 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 history of management team, Sodexo proposed candidate and management team received the highest ranking for On-Site Management. Category five, food service program proposed, Sodexo's score finished in second place. Finally, in category six, their Startup Plan/Transition Plan ranked the highest.
- B. **Whitson's 8.29 weighted points** – Whitson's finished with the highest score in two of the six evaluation categories. In Criteria One, Total Cost, Whitson's scored the second highest. In terms of Guaranteed Return, Whitsons offered the highest guarantee and was awarded the most points for criteria two. In category three, FSMC capabilities, Whitson's finished with the third highest score. In reviewing the resume and history of the company's candidates and management team, Whitson's' proposed management team received the second highest ranking for On-Site Management. They finished with

Evaluation Committee Report

the highest score in category five, Food Service Program proposed, and in FSMC Start Up/Transition Plan, Whitson's finished with the second highest score for criteria six.

- C. **Aramark 7.46 weighted points** – In terms of Total Cost, Aramark proposed the lowest cost and therefore received the highest score for the first scoring criteria. In Category Two, Guaranteed Return, Aramark had the lowest score. Aramark finished second for Criteria Three, and finished with the lowest score for Criteria four, five, and six.

7. 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.