

**Wanaque School District
School District Evaluation Committee Report
for the Food Services RFP 2022-2023**

1. List of Proposers:

- Pomptonian

2. List of Evaluation Committee Members:

- Molly Rieth
- Edward Flores

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

Financial Summary of FSMC's Proposals	
Name of FSMC	Pomptonian
REVENUE TOTAL	
Total Operational Revenue	\$367,041.35
NET FOOD COST	
	\$122,348.92
Percent of Revenue	33%
Cents per Meal	\$1.32
NET PAPER AND CLEANING COST	
	\$10,754.31
Percent of Revenue	3%
Cents per Meal	\$0.12
NET OTHER COST	
	\$9,554.56
Percent of Revenue	3%
Cents per Meal	\$0.10
LABOR	
Sub Total Hourly Payroll	\$113,520.63
Sub Total Hourly Taxes & Benefits	\$33,598.49
Total Hourly Wages, Taxes & Benefits	\$147,119.12
Total Yearly Hourly Work Days	167
Total Daily Hourly Food Service Workers Hours	40.75
Total Hourly Positions	8
Food Service Director Salary	\$24,150.00
Assistant Director Salary	-
Chef Salary	-
Sub Total Management Taxes & Benefits	\$10,282.04
Total Management Salary, Taxes & Benefits	\$34,432.04
Total Hourly & Management Wages, Taxes & Benefits	\$181,551.16
Percent of Revenue	49%
Cents per Meal	\$1.96

PROJECTED MEAL COUNTS and MANAGEMENT FEE EXPENSE	
Projected Breakfast Meals	10,052
Projected Lunch Meals	70,501
Projected Meal Equivelent Meals	12,209
Projected TOTAL Meals	92,762
Projected TOTAL Management Fee Expense	\$37,393.64
TOTAL Operation Expenses	\$361,602.59
Order Lowest to Highest	1
MANAGEMENT FEE and SFA SURPLUS/DEFICIT (form 23, page 1)	
Projected Bottom Line	\$5,438.76
Cents per Meal Management Rate	\$0.4031
Order Lowest to Highest	1
Guarantee Return	-
Order Highest to Lowest	1
PROPOSAL QUESTIONS	
Is the surplus guaranteed?	No
Guarantee limited or unlimited?	NA
Meals prices increased?	No
Total investment by FSMC	\$0
Is investment charged to program?	NA
Is investment included in guarantee?	NA
Did FSMC include minimum wage increase of \$14 per hour?(1/1/2023)	Yes
Has the fsmc submitted any exceptions to anything contained in this RFP?	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's 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.	10%	1 to 5
4. Proposed onsite 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 onsite 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 an inviting and comfortable atmosphere? How will the FSMC operate the satellite program to the elementary school? Did the FSMC show how they used their creativity, skills, resources and staff to propose and provide a program that meets the District's stated goal? Did and	19%	1 to 5

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
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's start up plan customized to the start of this program? Is the plan a detailed plan from pre- planning (10 days prior to the start of the contract) through the start of the contract through the first two months to September 30, 2022? Did it detail the additional management/resources they will be providing 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?	13%	1 to 5

5. **Scoring** – The following is the scoring totals of the Evaluation Committee:

TOTALS			
CRITERIA	Weight %	Points	Weighted
		Pomptonian	Pomptonian
Criteria 1-Total Cost	22%	10.00	2.200
Criteria 2-Guaranteed Return	15%	10.00	1.500
Criteria 3-FSMCs Capability, Rec. of Performance and Financial	10%	10.00	1.000
Criteria 4-Proposed Onsite Management	21%	10.00	2.100
Criteria 5-Food Service Program Proposed by FSMC	19%	9.00	1.710
Criteria 6-FSMCs Startup/Transition Plan	13%	10.00	1.300
TOTALS	100%	59.00	9.810

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

A. Pomptonian 9.81 weighted points

7. **Recommendation of the Wanaque School District Food Services RFP Evaluation Committee:**

Upon review of the proposal submitted, and based upon the RFP evaluation criteria, the committee concludes that the Pomptonian proposal is the most advantageous for the Wanaque Board of Education.