

## GLEN ROCK BOARD OF EDUCATION

### COMPETITIVE CONTRACTING EVALUATION REPORT FOR REPORT FOR FOOD SERVICE MANAGEMENT No. 23/03

This report is prepared according to N.J.S.A. 18A:18A- 4.3 (d). Two vendors contacted the Business Administrator/Board Secretary for a copy of the request for proposals, which was advertised according to N.J.S.A. 18A:18A-4.5. One proposal was received by the Business Administrator/Board Secretary by April 2, 2024. A committee comprised of the Business Administrator and Accounting Clerk evaluated the proposals. As set forth in the project specifications, the proposal was evaluated based on Financial Return (20%), Economic Efficiency (10%), Quality of Program (10%), Professional References (10%), Corporate Support (10%), Menu Variety (10%), Food Concepts (3%), Proposed Management (15%), Training Programs (2%) and Requirement Compliance (10%).

The recommendation of the Business Administrator and the Committee, after review of the proposal submitted, is to award to the contract to The Pomptonian, Inc., Inc. for the following reasons: (1) the firm possesses the necessary experience and qualifications; (2) the program offered in terms of menu variety, quality and support meet the requirements of the District (3) the proposal's financial terms was competitive compared to prior year and offered a breakeven guarantee. The Board of Education will award this contract by resolution to The Pomptonian, Inc. at the Board Meeting on April 29, 2024.

- I. Evaluation Results – The Pomptonian, Inc.
- Financial Return (20%) - 15
  - Economic Efficiency (10%) - 8
  - Quality of Program (10%) - 8
  - Professional References (10%) - 10
  - Corporate Support (10%) - 10
  - Menu Variety (10%) - 8
  - Food Concepts (3%) - 3
  - Proposed Management (15%) - 15
  - Training Programs (2%) - 2
  - Requirement Compliance (10%) – 87/100

The committee's recommendation to award the Food Service Management contract to The Pomptonian, Inc. was based on their knowledge and experience providing such services to many districts in the State (including Glen Rock), their operational and compliance services, pricing (.74% management fee increase) and their ability to best satisfy our current and future needs.

#### **Contractual Terms:**

##### Scope of Services:

Plan and execute all aspects of the District's Food Service program

##### Pricing:

Management Fee - \$0.0928 for each \$1.00 of sales

Zero cost of operation guarantee

Term

July 1, 2024 – June 30, 2025

Option to Renew:

Up to 4 additional 1 year periods; with increase to management not to exceed Index Rate, by Board of Education resolution