



Sourcing Summary (2022)

General Information

Organization:	ISD #273 – Edina Public Schools	Date:	6/20/2022
Department:	Administration	Category:	Vended Meal (Food Service Management)

Process Notes

Process used	RFP/B process as defined by the Minnesota Department of Education (MDE)
Notes	1. Chartwells has been the incumbent provider under a 'Fixed Price' contract 2. District & Chartwells (incumbent) completed survey of food services in district 3. PTO Committee was invited to take an active role in assessing options for this mandatory process 4. While the district requested proposals for both contract structures ('Fixed Price' and 'Cost-Reimbursable'), the District ultimately chose to that pursue Cost-Reimbursable contract structure as its flexibility is a better fit for the collaborative relationship with the community (families, students) in designing future menus. 5. All lunches have been subsidized in current school year therefore sales data and free/reduced meal count estimates were based on 2019 results with adjustments made based on enrollment numbers for 2021-22 school year.
Vendors contacted:	• Aramark (no submission) • Chartwells (submitted) • Genuine Foods (no submission) • SFE (submitted) • Sodexo (no submission) • Taher (submitted)

Evaluation Process

Proposals were reviewed by:

1. PTO Committee*
2. School Board Representative
3. District-level Operations Director
4. Principal from an Edina school

*PTO Committee scoring is a composite of three evaluations and approved by the committee leadership

Proposed Pricing

Meal Type	Proj. Annual Meals	Chartwells - Per Unit	SFE - Per Unit	Taher - Per Unit	Chartwells	SFE	Taher
Breakfast	106,166	\$1.55	\$3.68	\$3.38	\$164,557.30	\$390,935.06	\$358,841.08
Lunch	485,886	\$3.23	\$3.68	\$3.38	\$1,570,869.44	\$1,789,178.02	\$1,642,294.68
Ala Carte Equivalent	260,393	\$3.23	\$3.68	\$3.38	\$841,850.57	\$958,845.14	\$880,128.34
Milk	15,776	\$0.30	\$0.25	\$0.35	\$4,732.80	\$3,944.00	\$5,521.60
Admin Fee (excludes Milk)	852,445	\$0.18	\$0.13	\$0.06	\$153,440.10	\$109,283.45	\$51,146.70
Totals					\$2,735,450.21	\$3,252,185.67	\$2,994,699.81

Cost-Reimbursable Contract Proposal Scoring*

FSMC	Chartwells				SFE				Taher					
Evaluator	PTO	Admin/School Board			PTO	Admin/School Board			PTO	Admin/School Board				
Score	83.4	92	100	96	87.3	86	91	92	94.4	77	87	94		
Composite Score				92.8	Composite Score				89.1	Composite Score				88.1

*See next page for complete scoring review

Recommendation

Based on the compilation of the proposal evaluations, the recommendation of the District is to move implement the Cost-Reimbursable (structure) agreement with Chartwells. This agreement is structured year-to-year allowing the district future flexibility if there is future lack of satisfaction in the vendor's performance at the same time allowing up to four (4) years of partnership should all parties be satisfied.