

EXECUTIVE SUMMARY

Meeting Date:	April 24, 2025
Agenda Item:	Food Service RFP Update & Food Service Contract Approval
Item Type:	Update / Action
Administrator:	Brad Earl
Objective:	Approve Selection of Sodexo as Food Service Management Company (Provider) and allow Assistant Superintendent of Operations to finalize the contract with Sodexo.

Background: Our contract with Sodexo, our food service provider, expires at the end of this fiscal year and we have no additional renewal options available to us without conducting a Request for Proposal (RFP) process. For this reason, in February, we began an RFP process, working closely (as required) with the Oregon Department of Education (ODE), to select a food service provider, legally referenced as a Food Service Management Company (FSMC).

We received three (3) proposals: Chartwells, SFE, and Sodexo. A committee made up of ODE approved and trained food service experts in the Medford School District completed an evaluation process. Sodexo prevailed as the FSMC for the district.

The process was outlined by ODE and the committee adhered to the process as prescribed. ODE requires the board to approve the execution of the contract prior to ODE granting its final approval. Once approved by ODE, the Assistant Superintendent of Operations will finalize the signing of the contract with Sodexo.

The contract is for one (1) year, with the option to extend it for a maximum of four (4) additional one (1) year terms for a total of five (5) years. The estimated first year value of the contract is \$5.9 million. The district receives 100% reimbursement for the cost of the meals through the Community Eligibility Provision (CEP). In other words, all meals are free to students attending Medford School District schools.

Additional Materials: None

Recommendation: Approve the selection of Sodexo as FSMC and allow the Assistant Superintendent of Operations to finalize the contract with Sodexo.

Suggested Motion: *“I move to approve the selection of Sodexo as the Food Service Management Company beginning July 1, 2025 and approve Brad Earl to execute the agreement with Sodexo prior to June 30, 2025.”*