

**REPORT NAME:** Food Service Contract

**REPORT OF:** Business Office      **FOR:** Information

**STRATEGIC GOAL ALIGNMENT:** Goal VII: Resource Allocation

**STRATEGIC OBJECTIVE ALIGNMENT:** Review current resource allocation patterns and develop a cost benefit review process that will enable adaptations to current patterns of allocation.

**FISCAL FUND IMPACT:** Approximately \$2,762,141 FY27 Food Service Fund

**IMPACT AMOUNT:** The cost of this contract will be met by school meals revenue and federal reimbursement.

**MEETING TYPE:** Regular Board Meeting

**EXECUTIVE SUMMARY/BACKGROUND:**

The scope of work for this contract includes providing all food, labor, and supervision for all district food service programs including the National Schools Meals Program, Summer Meals Program and the Child and Adult Care Food Program.

An evaluation committee including the CFO, the accounts payable specialist, and the purchasing specialist evaluated proposals. The committee ranked the proposals based on numerous evaluation factors including manager candidate, food service company support and backup, marketing and merchandising, plan of operation, nutrition education, employee training and development, integrity of the proposed budget, and plan to increase participation. Based on this evaluation the unanimous selection of the food service committee was SFE.

**COST BENEFIT ANALYSIS:**

This contract shall be for a period of twelve months effective on July 1, 2026 and ending June 30, 2027 for an estimated \$2,819,412. This amount includes the cost of all food, supplies, food service and noon aide labor and fringe benefits, a \$38,251 management fee and a \$86,386 administrative fee. This is a one-year contract renewable for two additional one-year terms.

**RECOMMENDATION:**

SPS needs a contract in place on July 1<sup>st</sup> because we serve meals for summer school, Bussey and KLC.

**The Superintendent recommends asking SFE to agree to extend their current contract through August 30, and rebid the RFP.**

Please be advised, the RFP process takes eight weeks and will begin immediately. If a new vendor is awarded the contract, they would have minimal time to prepare for the start of school. This could lead to a disruption for the start of school.

**IMPACT IF NOT APPROVED:**

A food service contract is required for the District to participate in USDA programs and is needed by July 1 for our summer school and programs.

**NEXT STEPS IF APPROVED:**

Forward all required documents to MDE for review and approval of the food service contract.