

**ROBSTOWN INDEPENDENT SCHOOL DISTRICT
AGENDA ACTION SHEET**

Date: May 23, 2023

Subject: **DISCUSS AND CONSIDER RENEWAL OF RFP: #22-0003 FOR FOOD SERVICE MANAGEMENT COMPANY CONTRACT WITH SOUTHWEST FOODSERVICE EXCELLENCE, LLC FOR THE 2023-2024 SCHOOL YEAR, WITH OPTIONS FOR RENEWAL OF THE CONTRACT FOR THREE (3) ADDITIONAL ONE YEAR TERMS**

Administrator Responsible: Vanessa R. Riggs

Position: Chief Financial Officer

A. Purpose of Agenda Item:

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Information Only

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Action Needed

B. Authority for this Action:

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Local Policy _____

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Law or Rule CH LOCAL

C. Strategic Objective, Goal, or Need Addressed:

To renew the food service management contract with SFE for the 2023-2024 school year.

D. Summary:

On February 9, 2022, the district issued a request for proposal (RFP) for a food service management company. The RFP was published in the Corpus Christi Caller Times on February 9th and 16th as required by the Texas Department of Agriculture (TDA). Proposals were due by 2 PM on March 23, 2022 and at that time the district publicly opened four proposals. A committee comprised of campus principals and the Superintendent vetted the proposals and it was determined that SFE was the most responsible and responsive vendor.

SFE was awarded the contract for the period of one year commencing on July 1, 2022 and terminating on June 30, 2023. The District is requesting that the contract be renewed for an additional year ending on June 30, 2024. The District will have the option to renew the contract for three (3) additional one-year terms.

E. Alternatives Considered:

F. Comments Received:

G. Administrative Recommendation:

The Board of Trustees approve the renewal of the food service management company contract with Southwest Foodservice Excellence for the 2023-2024 school year.

H. Fiscal Impact and Cost:

I. Monitoring and Reporting Time-Line: Yearly