

Evaluation Criteria

Proposals received will be reviewed to ensure all material have been submitted as specified in this RFP. The evaluation of proposals will be conducted in accordance with the below criteria. Contract award decision will be made based on the vendor that attains the greatest overall proposal score. (Sponsor must include criteria and how contract will be awarded)

Evaluation Criteria / Weight

Price: 40 points

Program management and experience: 35 points

- 1) Management structure and staffing plan (5pts)
- 2) Multi-site systems in Florida (3pts)
- 3) Innovation in menu design and program participation/promotion (4pts)
- 4) Years of experience working with NSLP, SSO, and the ASSP in Florida (4pts)
- 5) Accounting and reporting procedures (4pts)
- 6) Utilization of USDA Commodities (3pts)
- 7) Fresh fruit and vegetable procurement and utilization (3pts)
- 8) Transition and hiring plan (4pts)
- 9) Plan to address meal service for schools that are currently operating without kitchens (5pts)

Community outreach and school partnerships: 15 points

Emergency/pandemic response plan: 10 points

Total 100 points

Scoring criteria

Price (40pts) – Lowest price will receive the maximum points available (40). Other vendors will receive points equal to the lowest price divided by their meal price multiplied by 40.

Program management and experience (35pts) – The SFA will reward maximum points the FSMC that provides the most comprehensive responses to the 9 criteria listed.

- 1) Management structure and staffing plan – describe how you will staff and provide support the schools
- 2) Multi-site systems in Florida – describe experience running multi-site systems in Florida under the NSLP program
- 3) Innovative menu design and program participation/promotion – describe innovations that have been used successfully to increase participation through menu design
- 4) NSLP, SSO, and ASSP experience in Florida – list years of experience in Florida
- 5) Accounting and reporting procedures – provide a typical billing sample including activity report. Also, describe how data from schools regarding meals consumed is collected, stored, and transmitted to the billing departments. Include the description the name of the software used if it is a commercially available product.
- 6) Utilization of USDA commodities – describe how commodities will be utilized in the operation
- 7) Fresh fruit and vegetable procurement and utilization – describe how you will procure fresh fruits and vegetables and the typical number of fresh items offered daily to the students.
- 8) Transition and hiring plan – describe your plan for assuming/departing the food service operation. (Please keep in my mind that we will be operating summer programs at this time.)
- 9) Plan to address meal service for schools that are currently operating without kitchens – describe how you will service the two schools that are currently operating without a kitchen. Include things that you would require of the schools and/or system to fulfill this responsibility.

Community Outreach and School Partnerships (15pts) – The SFA recognizes that the FSMC will become a member of the school/district/community family. It is important that FSMC be able to demonstrate a verifiable commitment to the communities that it serves. Maximum points will be awarded to the FSMC that presents the best, verifiable, community outreach/school partnership.

Emergency/Pandemic Response Plan (10pts) – Maximum points award for the most comprehensive response plan. Plan must address how FSMC will mobilize and prepare food when the system is given permission by the state for emergency feeding. Please address contingency plans for personnel shortages, supply chain disruptions, and increased protective postures for food service in a pandemic situation.