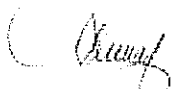


Kerstin Hancock

From: Robyn Murray
Sent: Thursday, June 24, 2010 11:47 AM
To: Kerstin Hancock
Subject: FW: Recommendation Letter

Importance: High



*Robyn Murray, Financial Director
Williamson County Juvenile Services
Office: 512 943 3220
Fax: 512 943 3209
Email: rmurray@wilco.org*

From: Robyn Murray
Sent: Thursday, June 24, 2010 11:46 AM
To: Kerstin Hancock
Subject: Recommendation Letter
Importance: High

The Williamson County Juvenile Services Department is recommending Commissioners Court approval of their selected FSMC contractor:

Aramark Correctional Services, LLC.

Based on Award Criteria Weights and Evaluation of BID/RFP review of Service Capability, Related Experience, Financial Accounting/Reporting Systems, Promotion of School Food Service Program, and Personnel Management, Aramark Correctional Services, LLC, scored higher in all weighted categories.

Respectfully,



*Robyn Murray, Financial Director
Williamson County Juvenile Services
Office: 512 943 3220
Fax: 512 943 3209
Email: rmurray@wilco.org*

SFA has the right to accept any proposal which it deems most favorable to the interest of SFA and to reject any or all proposals or any portion of any proposal submitted which, in SFA's opinion, is not in the best interest of SFA.

Award Criteria

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Weight Criteria

SFA must determine in advance what percentage (total of 100 points which equals 100%) each category below will be given when comparing proposals.

(20) Points

Service Capability Plan (Identifies proposed food service team such as Food Service Director and demonstrates FSMC's ability to provide services as stated in the RFP/Contract)

- ✓ Identified proposed food service team with job descriptions,
- ✓ Organizational Flow Chart
- ✓ Proposed Staff Schedule
- ✓ Provided Daily Cycle Nutritional Analysis for 21 day menu cycle
- ✓ Provided Daily Recipe Cards for 21 day menu cycle

20

(15) Points

Experience, References

- ✓ Provided references and similar food service program experience as related to a school environment and correctional facility
- ✓ Provided list/contact information for ACA Accredited Clients
 - ✓ (1) Thirty (38) facilities, seven (7) Juvenile facilities

15

(15) Points

Doing business with like school systems and familiarity with regulations pertaining to such operations/References

Provided references and similar food service program experience as related to a school environment and correctional facilities listed with full contact information provided

15

(10) Points

Financial Condition/Stability, Business Practices

Provided Corporate Consolidated Financial Statements

8

(10) Points

Accounting and Reporting Systems

Maintains own computerized record-keeping and documentation system

8

(10) Points

Personnel Management

Identified proposed food service team with job descriptions,
Organizational Flow Chart
Proposed Staff Schedule

10



(5) Points
Innovation

Identified providing more of a school feel in a correctional environment
FUEL and Special Events Promotions
March Celebration
Wellness Lesson of the Month
Fruit/Vegetable of the Month
IN2WORK Program – Optional resident training program

5

(10) Points

Promotion of the School Food Service Program
FUEL and Special Events Promotions
March Celebration
Wellness Lesson of the Month
Fruit/Vegetable of the Month

5

(5) Points

Involvement of Students, Staff, and Patrons
Identified providing more of a school feel in a correctional environment
Nutrition Education Improvement
Nutrition Meal Program
FUEL and Special Events Promotions
March Celebration
Wellness Lesson of the Month
Fruit/Vegetable of the Month
IN2WORK Program – Optional resident training program

3

100 Points TOTAL

94

To be completed by the FSMC:

Fixed Price Per Meal/Meal Equivalent:

Breakfast	\$	2.79/meal
Lunch	\$	2.79/meal
Snack	\$	1.95/snack
A la Carte	\$	n/a

Provided Option "B" Enhanced Menu with higher calorie level:

Breakfast	\$	3.14/meal
Lunch	\$	3.14/meal
Snack	\$	1.95/snack
A la Carte	\$	n/a

Menu Recommendations – No visual difference in photo between "A" and "B" as described in Sample "B" (Page 4.9)

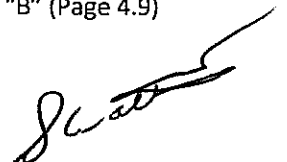


Exhibit A – Schedule of Food Service Locations and Services Provided	<u> X </u>
Exhibit B – Program Menu Cycles	<u> X </u>
Exhibit C – Food Service Budget	<u> X </u>
Exhibit D – List of Charts and Other Attachments	<u> X </u>
Exhibit E – Food Specifications	<u> X </u>
Exhibit F – Methodology for Allocated Costs	<u> X </u>
Exhibit G – Schedule of Applicable Laws	<u> X </u>
Exhibit H – Schedule of FSMC Employees	<u> X </u>
Exhibit I – Schedule of Terms for FSMC Guaranty	<u> X </u>
Exhibit J – Debarment Certification	<u> X </u>
Exhibit K – Anti-Collusion Affidavit	<u> X </u>
Exhibit L – Certification Regarding Lobbying	<u> X </u>
Exhibit M - Standard Form-LLL, Disclosure Form to Report Lobbying	<u> X </u>
Exhibit N – Additional Information	<u> X </u>

Additional Notes:

TDA RFP/BID Page 16 FSMC did not state method of reporting: [BLANK]

The method by which FSMC shall report discounts, rebates and other Applicable Credits allowable to the Contract that are not reported before the conclusion of the contract is _____ [FSMC must state method of reporting here]

TDA RFP/BID Page 4 FSMC did enclose 5% bid bond

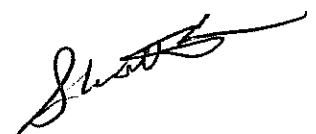
Bid bond of 5% of total proposal amount to show good faith must be enclosed

TDA RFP/BID Page 5 FSMC did initial and date

Firm Offer – Such proposal is irrevocable for period of ninety (90) days after the time for opening of proposal has passed [FSMC must initial and date here to show agreement]

Other:

Memberships Include:	ACA / American Correctional Association	Since 1979
	NJDA / National Juvenile Detention Association	Since 1995
	ACFSA / Assoc of Correctional Food Service Affiliates	Since 1979



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Award Criteria

Proposals will be evaluated by a SFA committee based on the offer per meal/meal equivalent and the criteria, categories and assigned weights as stated herein below (to the extent applicable). Committee members must consist of SFA employees familiar with the regulations and requirements of the school nutrition programs. If a committee member is an agent for, employee of or in any other manner associated with a FSMC, that FSMC will be precluded from participating in the RFP and subsequent contract. Each area of the award criteria must be addressed in detail in the Proposal.

Weight Criteria

SFA must determine in advance what percentage (total of 100 points which equals 100%) each category below will be given when comparing proposals.

(20) Points

Service Capability Plan (Identifies proposed food service team such as Food Service Director and demonstrates FSMC's ability to provide services as stated in the RFP/Contract)

5

No reference Identifying proposed food service team with job descriptions,
No Organizational Flow Chart
No Proposed Staff Schedule
Provided Daily Cycle Nutritional Analysis for 1 meal menu cycle
Provided Daily Food Production Record for 1 meal menu cycle

(15) Points

Experience, References

7

Provided references and similar food service program experience as related to a school environment listed with full contact information provided
References provided (3)
No listing of references or experiences as related to correctional facilities

(15) Points

Doing business with like school systems and familiarity with regulations pertaining to such operations/References

9

Provided references and similar food service program experience as related to a school environment listed with full contact information provided - References provided (3)
No listing of ACA Accredited Clients in relation to similar food service program experience
No listing of references or experiences as related to correctional facilities

(10) Points

Financial Condition/Stability, Business Practices

Provided Corporate Consolidated Financial Statements

10

Shaw

(10) Points

Accounting and Reporting Systems

Vaguely referenced under Company Strengths, (Page 13)

"...that will not just provide food service but will add value to the juvenile services department in terms of providing a complete documentation process and carry out periodical reviews and updates on the process."

Vaguely referenced under Products & Services, (Page 15)

"We will be handling all the pre sales from the production to the post production process as well as documentation aspects of the project"

5

(10) Points

Personnel Management

Goals & Objectives (Page 10)

(1) Maximize employee productivity

(2) Reduce waste and continually monitoring expenditures

(3) Provide a nutritious food program according to federal, state and school guidelines

Company History

(1) "...our employees are trained on the latest trends, tools, and technologies."

Executive Summary (Page 5)

Problem 4: Nutritional Education

Challenge 4: Nutritional Education Program

Solution 4: Frequent and continued nutritional education for all Osirus kitchen staff

8

(5) Points

Innovation

0

(10) Points

Promotion of the School Food Service Program

Goals & Objectives

(1) Provide a nutritious food program according to federal, state and school guidelines

0

(5) Points

Involvement of Students, Staff, and Patrons

0

100 Points TOTAL

To be completed by the FSMC:

Fixed Price Per Meal/Meal Equivalent:

Breakfast	\$	1.56/meal
Lunch	\$	2.78/meal
Snack	\$	0.79/snack
A la Carte	\$	n/a

Dinner meal provided at a fixed price per meal rate of \$3.00

Shaw

Exhibit A – Schedule of Food Service Locations and Services Provided	<u> X </u>
Exhibit B – Program Menu Cycles	<u> X </u>
Exhibit C – Food Service Budget	<u> X </u>
Exhibit D – List of Charts and Other Attachments	<u> X </u>
Exhibit E – Food Specifications	<u> X </u>
Exhibit F – Methodology for Allocated Costs	<u> X </u>
Exhibit G – Schedule of Applicable Laws	<u> X </u>
Exhibit H – Schedule of FSMC Employees	<u> X </u>
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Exhibit J – Debarment Certification	<u> X </u>
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Exhibit L – Certification Regarding Lobbying	<u> X </u>
Exhibit M - Standard Form-LLL, Disclosure Form to Report Lobbying	<u> X </u>
Exhibit N – Additional Information	<u> X </u>

Additional Notes:

TDA RFP/BID Page 16 FSMC did state method of reporting: [in writing]

The method by which FSMC shall report discounts, rebates and other Applicable Credits allowable to the Contract that are not reported before the conclusion of the contract is _____ [FSMC must state method of reporting here]

TDA RFP/BID Page 4 FSMC did enclose 5% bid bond

Bid bond of 5% of total proposal amount to show good faith must be enclosed

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Weight Criteria

SFA must determine in advance what percentage (total of 100 points which equals 100%) each category below will be given when comparing proposals.

(20) Points

Service Capability Plan (Identifies proposed food service team such as Food Service Director and demonstrates FSMC's ability to provide services as stated in the RFP/Contract) 20

- lists employees by name, job description, lists employees' experience, organizational flow chart, staff schedule (section 7)
- clearly demonstrates capability to provide services requested through five-step operations plan (section 4)
- provided detailed menu plan for the requested 21 day cycle plus nutritional details for the various food options on the menu plan

(15) Points

Experience, References 15

- lists ten (10) references (section 2)
- demonstrates experience in like school system (section 1 and 2)

(15) Points

Doing business with like school systems and familiarity with regulations pertaining to such operations/References 15

- lists experiences and provides references of like school systems, lists ACA accredited clients (section 2)

(10) Points

Financial Condition/Stability, Business Practices 9

- Provided Financial Statements (section 9)

(10) Points

Accounting and Reporting Systems 9

- Utilizes application based central communication system providing accounting and reporting features (section 4)

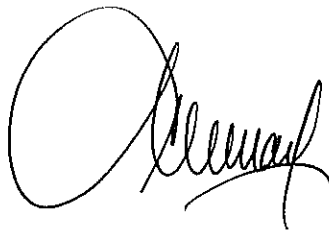
(10) Points

Personnel Management 10

- Provides staffing plan (lists employees by name, position, provides organizational chart listing employee names and positions, lists managers' experiences, provides staff schedule (section 7)
- Provides detailed information about employee training and Development program (STARS) (section 7)



(5) Points Innovation	4
<ul style="list-style-type: none"> • Various promotions throughout the school year to enhance Nutrition awareness, help understand benefits of healthy Foods etc.(Wellness promotions, Fuel and Impact Jr, March Celebrations) (section 6) 	
(10) Points Promotion of the School Food Service Program	7
<ul style="list-style-type: none"> • Wellness Lesson of the Month • March Celebration • Fuel and Impact Jr. • Fruit and Vegetable of the Month (section 6) 	
(5) Points Involvement of Students, Staff, and Patrons	4
<ul style="list-style-type: none"> • In2Work program and promotions such as FUEL, March Celebration, Wellness lesson of the month etc....improve correctional officer morale and resident behavior (section 8 and 6) 	
100 Points TOTAL	93



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SFA must determine in advance what percentage (total of 100 points which equals 100%) each category below will be given when comparing proposals.

(20) Points

Service Capability Plan (Identifies proposed food service team such as Food Service Director and demonstrates FSMC's ability to provide services as stated in the RFP/Contract)

5

- no identification of proposed food service team (did not provide job descriptions, employees' experiences, organizational flow chart or staff schedule)
- detailed menu plan for 10 day cycle
- nutritional detail for 10 day cycle

(15) Points

Experience, References

5

- listed three (3) references of school facilities (page 16)
- demonstrated experience in school environment (page17)
- no references or experience in the correctional field

(15) Points

Doing business with like school systems and familiarity with regulations pertaining to such operations/References

6

- listed references and demonstrated experience and familiarity (page 16) with similar school system however no experience with correctional facility

(10) Points

Financial Condition/Stability, Business Practices

8

- Provided Corporate Consolidated Financial Statements

(10) Points

Accounting and Reporting Systems

4

- No reference regarding detailed features of how periodical reviews (page 13) and reports will be provided

A handwritten signature in black ink, appearing to read "Alvarez", is located in the bottom right corner of the page.

(10) Points	
Personnel Management	6
<ul style="list-style-type: none"> Kitchen staff is frequently and continually educated (nutrition education) (page 5) Infrastructure is geared to undertake most demanding of projects (page 5) Cross training with employees so immediate attention can be provided in a timely manner (page 8) as mentioned in "Goals & Objectives" section goal number 1 is "maximize employee productivity" (page 10) 	
(5) Points	
Innovation	0
No reference regarding innovation	
(10) Points	
Promotion of the School Food Service Program	3
<ul style="list-style-type: none"> Executive summary: (page 5) Problem 4: Nutritional Education Challenge 4: Nutritional Education Program Solution 4: Frequent and continued nutritional education for all Osirus kitchen staff Goals & Objectives (page 10) Goal 4: Provide a nutritious food program according to federal, State and school guidelines 	
(5) Points	
Involvement of Students, Staff, and Patrons	
<ul style="list-style-type: none"> Frequent and continued nutritional education for all Osirus Kitchen staff (page 8) 	1
100 Points TOTAL	38



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(20) Points

- Service Capability Plan (Identifies proposed food service team such as Food Service Director and demonstrates FSMC's ability to provide services as stated in the RFP/Contract) 20
- lists employees by name, job description, lists employees' experience, organizational flow chart, staff schedule (section 7)
 - clearly demonstrates capability to provide services requested through five-step operations plan (section 4)
 - provided detailed menu plan for the requested 21 day cycle plus nutritional details for the various food options on the menu plan

(15) Points

- Experience, References 15
- lists ten (10) references (section 2)
 - demonstrates experience in like school system (section 1 and 2)

(15) Points

- Doing business with like school systems and familiarity with regulations pertaining to such operations/References 15
- lists experiences and provides references of like school systems, lists ACA accredited clients (section 2)

(10) Points

- Financial Condition/Stability, Business Practices 10
- Provided Financial Statements (section 9)

(10) Points

- Accounting and Reporting Systems 10
- Utilizes application based central communication system providing accounting and reporting features (section 4)

(10) Points

- Personnel Management 10
- Provides staffing plan (lists employees by name, position, provides organizational chart listing employee names and positions, lists managers' experiences, provides staff schedule (section 7)
 - Provides detailed information about employee training and Development program (STARS) (section 7)

(5) Points
Innovation

5

- Various promotions throughout the school year to enhance Nutrition awareness, help understand benefits of healthy Foods etc.(Wellness promotions, Fuel and Impact Jr, March Celebrations) (section 6)

(10) Points

Promotion of the School Food Service Program

8

- Wellness Lesson of the Month
- March Celebration
- Fuel and Impact Jr.
- Fruit and Vegetable of the Month (section 6)

(5) Points

Involvement of Students, Staff, and Patrons

4

- In2Work program and promotions such as FUEL, March Celebration, Wellness lesson of the month etc....improve correctional officer morale and resident behavior (section 8 and 6)

100 Points TOTAL

97

Ken W. Hancock

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Service Capability Plan (Identifies proposed food service team such as Food Service Director and demonstrates FSMC's ability to provide services as stated in the RFP/Contract)

5

- no identification of proposed food service team (did not provide job descriptions, employees' experiences, organizational flow chart or staff schedule)
- detailed menu plan for 10 day cycle
- nutritional detail for 10 day cycle

(15) Points

Experience, References

7

- listed three (3) references of school facilities (page 16)
- demonstrated experience in school environment (page17)
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(15) Points

Doing business with like school systems and familiarity with regulations pertaining to such operations/References

7

- listed references and demonstrated experience and familiarity (page 16) with similar school system however no experience with correctional facility

(10) Points

Financial Condition/Stability, Business Practices

10

- Provided Corporate Consolidated Financial Statements

(10) Points

Accounting and Reporting Systems

2

- No reference regarding detailed features of how periodical reviews (page 13) and reports will be provided

(10) Points	
Personnel Management	7
<ul style="list-style-type: none"> Kitchen staff is frequently and continually educated (nutrition education) (page 5) Infrastructure is geared to undertake most demanding of projects (page 5) Cross training with employees so immediate attention can be provided in a timely manner (page 8) as mentioned in "Goals & Objectives" section goal number 1 is "maximize employee productivity" (page 10) 	
(5) Points	
Innovation	0
No reference regarding innovation	
(10) Points	
Promotion of the School Food Service Program	5
<ul style="list-style-type: none"> Executive summary: (page 5) Problem 4: Nutritional Education Challenge 4: Nutritional Education Program Solution 4: Frequent and continued nutritional education for all Osirus kitchen staff Goals & Objectives (page 10) Goal 4: Provide a nutritious food program according to federal, State and school guidelines 	
(5) Points	
Involvement of Students, Staff, and Patrons	
<ul style="list-style-type: none"> Frequent and continued nutritional education for all Osirus Kitchen staff (page 8) 	1
100 Points TOTAL	44

Kerhi W. Hanna