

# HOW TO GUIDE: DETERMINING

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**Determine to Go Out for Bid**

**Make the Best Decision for Your District**

**Choose a Winner and Feel Confident About Your Decision**

**Determine to Go Out for Bid**

Although nutrition services is a small piece of your overall budget, this program can have the largest impact if operated effectively. The top concerns when considering outsourcing to FSMCs include food quality, innovation, employee management, and financial management. District financial performance and student/employee satisfaction are directly attributed to food quality, customer service, menu selection, and menu variety. Keeping school nutrition programs innovative ensures an improved guest experience.

There are several key areas to assess when considering releasing a Request for Proposal (RFP) with a food service management company for your school breakfast and lunch program.

- *Benefits*: What is the overall benefit to outsourcing food service?
- *Employees*: How can you create an environment for employees to be engaged, happy and feel good about the “change”?
- *Feedback*: What do students, parents, and staff say about your existing program?
- *Sustainability*: Can you increase student participation while eliminating food waste?
- *Financial Performance*: Is your program on-track to build a financial surplus and reserves?
- *Innovation*: What programs can be implemented to expand the program and increase menu variety?
- *Compliance*: Is your National School Lunch Program 100% compliant with state and federal regulations?
- *Process*: What is the RFP process and how long will it take? -