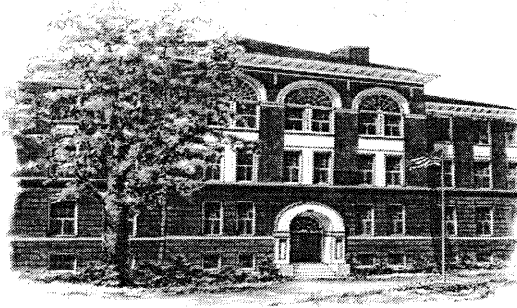


E. NEW BUSINESS
6.

JEAN BRIGGS BADGER
Superintendent

MICHAEL LIMANNI
Business Administrator



SCHOOL ADMINISTRATIVE UNIT #11
McCONNELL CENTER
61 LOCUST STREET SUITE 409
DOVER, NEW HAMPSHIRE 03820-4132
TEL (603) 516-6800
FAX (603) 516-6809

THE DOVER SCHOOL DISTRICT

TO: Jean Briggs Badger, Superintendent of Schools & Members Dover School Board

FROM: Michael Limanni, Business Administrator

DATE: June 19, 2013

RE: Request to move forward with the existing contract concerning Café Services Inc.

It is my recommendation that School Board approve the District's contract with Café Services Inc. for the second year of the contract signed on August 24th, 2012. This contract is subject to renewal every year for up to four (4) additional one-year terms, after which the District will rebid for the service.

Taking over Dover's food services program within two weeks of the start of school, Café Services not only managed to improve the quality of the food offered, but they have also managed to improve the program's customer service, educational opportunities, staff communication, and general facilities and equipment. They have also managed to retain 86% of the original staff, offering them improved benefit options and professional development. Where they fell short in expected revenue, they made up for it by honoring their personal guarantee.

The attached renewal options have been provided for your review. Please take note of the pricing in both options. I am recommending the second option which provides a \$0.25 increase to all student full price meals resulting in a \$63,126 return to the district. I feel this is necessary to absorb repairs to program equipment (\$20,603 in FY13), and payment for the District's administration of the Free and Reduced lunch program (\$9,871 in FY13).

Dover School District Mission Statement

Strengthening our community by educating every child, every day!

June 18, 2013

Mr. Michael Limanni
Business Administrator
Dover School District
61 Locust Street suite 409
Dover, NH. 03820

Dear Mike,

Enclosed is the renewal of the foodservice agreement between the Dover School District and Café Services Inc. for the 2013/ 2014 school year.

The projections are based on a \$.10 increase to all student full price lunch and a wage increase to foodservice staff.

The projections will return a profit to the program after all Cafe Services expenses of \$32,126.00.

In addition I have calculated the impact of a \$.25 increase to all student full price meals and this will result in a return to the district of \$63,126.00

If you have any questions or concerns please let me know.

Once the renewals have been approved by the state agency please have an executed copy returned to me for our files

Thank you again for allowing Café Services the privilege of providing our services to the Dover School District we look forward to another very successful school year.

Sincerely,

William VanZandt
Vice President of Operations

CC: Brian Stone
J. Hecker

Café Services Inc.

Dover School District

2013/2014 Proposed Price List

	"Type A" Lunch			"Type A" Breakfast		
	Full Price	Reduced	Adult	Full Price	Reduced	Adult
Elementary School	\$2.10	.40	\$3.00	\$1.25	.30	\$2.00
High School & Jr. High	\$2.60	.40	\$3.00	\$1.25	.30	\$2.00
High School Meal Deal Breakfast with breakfast sandwich				\$2.00	.30	\$3.50
				Ala Carte Milk		.50

Dover School District

Food Service Base Bid 2013 / 2014

Based on Enrollment of 3,952

Based on \$.10 increase to all student full price lunch

<u>Projected Income</u>	
Student Breakfast	22,000
Adult Sales	30,000
Student Lunch	492,500
Ala Carte	238,000
Special Functions	8,500
FFV	32,000
Fed and State Reimbursements	612,000
Total Income	1,435,000
<u>Projected Costs</u>	
Labor Costs	656,354
Food Cost	655,150
Commodity Value	(75,000)
Paper Supplies	32,000
Cleaning Supplies	4,000
Laundry and Uniforms	2,000
Insurance	14,150
Office Supplies Postage	5,000
Advertising/Promotions /CBC	3,000
Employee Training	1,000
Bond Expense	1,800
Depreciation	18,920
Computer	1,500
License	1,500
USDA Delivery / Administrative	6,500
Administrative / Service Fees	75,000
Total Costs	1,402,874
Net (cost) / return to the District	32,126

The updated base bid is for the 2013 / 2014 school year. Renewal of the existing foodservice agreement between the Dover School District and Café Services Inc. All other arrangements and specifications agreed upon in the original agreement are to be carried forward with this renewal.

Dover School District

Café Services Inc.

By: _____

By: _____

It's: _____

It's: President

Café Services Inc.

Dover School District

2013/2014 Proposed Price List

	"Type A" Lunch			"Type A" Breakfast		
	Full Price	Reduced	Adult	Full Price	Reduced	Adult
Elementary School	\$2.25	.40	\$3.00	\$1.25	.30	\$2.00
High School & Jr. High	\$2.75	.40	\$3.00	\$1.25	.30	\$2.00
High School Meal Deal Breakfast with breakfast sandwich				\$2.00	.30	\$3.50
				Ala Carte Milk		.50

Dover School District

Food Service Base Bid 2013 / 2014

Based on Enrollment of 3,952

Based on \$.25 increase to all full price student lunch

Projected Income

Student Breakfast	22,000
Adult Sales	30,000
Student Lunch	523,500
Ala Carte	238,000
Special Functions	8,500
FFV	32,000
Fed and State Reimbursements	612,000
Total Income	1,466,000

Projected Costs

Labor Costs	656,354
Food Cost	655,150
Commodity Value	(75,000)
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License	1,500
USDA Delivery / Administrative	6,500
Administrative / Service Fees	75,000
Total Costs	1,402,874
Net (cost) / return to the District	63,126

The updated base bid is for the 2013 / 2014 school year. Renewal of the existing foodservice agreement between the Dover School District and Café Services Inc. All other arrangements and specifications agreed upon in the original agreement are to be carried forward with this renewal.

Dover School District

Café Services Inc.

By: _____

By: _____

It's: _____

It's: President