

BOT Meeting:	May 13, 2019																		
Solicitation No.:	RFP 19-034LJ																		
References:	District Goal Scalable Systems																		
Description:	<p>Child Nutrition Software</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the purchase of Child Nutrition Software from Cyber Technologies, Inc. in an amount not to exceed \$650,000 over a four-year period, and authorization for the Superintendent to negotiate and execute the agreements and subsequent renewals through 2023.</p> <p><u>Summary</u></p> <p>During the 2006-07 school year, the Child Nutrition Department implemented WebSmartt as the software platform used for the Child Nutrition Department operations. The Websmartt software is now outdated, has many limitations, and does not contain many modules needed for the efficient operation of the District's food service department. The table below shows the use and limitations of the current software.</p> <table border="1"> <thead> <tr> <th>Module</th> <th>Functionality/Limitations</th> </tr> </thead> <tbody> <tr> <td>Point of Sale</td> <td>Module is currently used but is outdated and cumbersome to use.</td> </tr> <tr> <td>Free and Reduced</td> <td>Module currently used but is outdated.</td> </tr> <tr> <td>Ordering (modified)</td> <td>Module is outdated; modified version used.</td> </tr> <tr> <td>Electronic Production Records</td> <td>Module is available but outdated. Not used.</td> </tr> <tr> <td>Menu Planning</td> <td>Not fully used as module is outdated. Most menus are currently analyzed manually.</td> </tr> <tr> <td>Production and inventory</td> <td>Module not used as it is outdated. Food orders cannot be auto generated. Production records currently produced manually on paper.</td> </tr> <tr> <td>Financial Module</td> <td>No module available that allows CND to see analytical participation and financial accounting reports. Reports are currently created manually, which is time consuming and can be inaccurate due to volume.</td> </tr> <tr> <td>Parent Portal</td> <td>Unavailable. Parents cannot see menus, make online payments, apply for Free and Reduced meals, view meal history or set meal restrictions in one location.</td> </tr> </tbody> </table>	Module	Functionality/Limitations	Point of Sale	Module is currently used but is outdated and cumbersome to use.	Free and Reduced	Module currently used but is outdated.	Ordering (modified)	Module is outdated; modified version used.	Electronic Production Records	Module is available but outdated. Not used.	Menu Planning	Not fully used as module is outdated. Most menus are currently analyzed manually.	Production and inventory	Module not used as it is outdated. Food orders cannot be auto generated. Production records currently produced manually on paper.	Financial Module	No module available that allows CND to see analytical participation and financial accounting reports. Reports are currently created manually, which is time consuming and can be inaccurate due to volume.	Parent Portal	Unavailable. Parents cannot see menus, make online payments, apply for Free and Reduced meals, view meal history or set meal restrictions in one location.
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In addition, Heartland, WebSmartt's parent company, has discontinued updates to the software, so there are many features within the WebSmartt platform that are not compliant with new Federal, State and Local regulations.

On November 19, 2018, Fort Bend ISD issued RFP 19-034LJ soliciting proposals for a Child Nutrition Software System. A panel comprised of staff members from the Child Nutrition and Information Technology Departments, including Managers and Assistant Directors, reviewed the proposals submitted using established criteria. Cyber Technologies was chosen as the vendor that best meets the needs of the District.

The Cyber Technologies software platform will provide the Child Nutrition Department with modules and functionality not currently available through Websmartt. Use of the modules listed below will greatly reduce processing times, eliminate paper forms and processes, and will provide essential data needed to make informed decisions.

Module	Functionality
Point of Sale	Ability to ring up student meals and food items on touchscreens in all cafeterias District-wide. Ability to serve all students at any location, and offer quicker service times.
Free and Reduced	Flexibility to back date student meal effective dates to when the student originally applied instead of waiting until a meal application is processed.
Menu Planning	Allows for electronic analysis of all menus to ensure compliance with Federal, State and Local guidelines.
Production	Completion of production records electronically instead of on paper.
Inventory	Tracking of inventory on a real time, perpetual basis using first in, first out (FIFO) inventory methods, instead of using a dated monthly physical inventory.
Ordering	Allows for automated food ordering based on inventory and food usage.
Financials	Provides in-depth analytical participation and managerial accounting reports including meals per labor hour and profit/loss by campus.
Bidding	Enables staff to create electronic bid specification reports from existing products within the database.
Parent Portal	Parents may view menus, make online payments, apply for Free/Reduced, view meal history and set account restrictions in one convenient location.

	<u>Background</u>	
	Expenditures in 2018-19 were \$99,240. Expenditures will not exceed \$650,000 through 2023 and funding is included in the budget.	
Requested By:	Steven Bassett, Chief Financial Officer Anne Strodbeck, Director of Child Nutrition	
Vendor:	Cybersoft Technologies, Inc.	
Budget Sources:	Child Nutrition Fund	
Amount:	Not to Exceed - \$650,000	
Other Supporting Information		
Sole Source:	No	
Number of vendors contacted by Purchasing:	13	
Number of vendors contacted by FBISD Notification System:	4499	
Number of vendors downloaded the solicitation:	402	
Number of responses received:	5	
Number of "no bid" responses received:	1	
Length of commitment:	Through 2023	
Last solicitation date:	November 2018	
Supporting documents:	Evaluation Summary and Criteria	
Disclosure under Board Policy CH, CV, or DBD (Local):	None	

Evaluation Summary

RFP 19-034LJ

Child Nutrition Software System

Board Date: May 13, 2019

Vendor	Purchase Price (25 pts. max)	Reputation of the Vendor and of the Vendor's Goods or Services (5 pts. max)	Quality of the Vendor's Goods or Services (20 pts. Max)	Extent to Which the Goods or Services Meet the District's Needs (20 pts. Max)	Vendor's Past Relationship With the District (5 pts. Max)	Long-Term Cost to the District to Acquire the Vendor's Goods or Services (10pts. Max)	Ability to Provide Proper Insurance as Disclosed in This RFP (5 pts. Max)	Extent to Which the Vendor Agrees to Our Standard Form of Agreement (10 pts. Max)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
Cybersoft Technologies, Inc.	25	4	17	16	3	8	5	10	88	1
Heartland Payments Systems, LLC dba Heartland School Solutions	16	5	15	15	3	10	5	5	73	2
Titan School Solutions	16	5	10	10	4	8	5	10	67	3

RFP 19-034LJ Child Nutrition Software

Evaluation criteria:

Proposal shall be evaluated using the evaluation criteria listed below. Fort Bend ISD reserves the right to award contract as best meets the District’s needs such as per section, groups, or all.

	Evaluation Criteria	Point System
1	<p>Purchase Price</p> <p>Offer a fair reasonable price for items to be procured by Fort Bend ISD. Pricing will be calculated using the Price Delivery Sheet in this document.</p>	25 points
2	<p>Reputation of the Vendor and of the Vendor’s Goods or Services</p> <p>Vendor should have a solid reputation with other ISD’s, Government or Collegiate entities that show a high level of customer service, a high level of quality of good or services. (References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.)</p>	5 points
3	<p>Quality of the Vendor’s Goods or Services</p> <p>Vendor’s products should be new and be of the highest quality.</p>	20 points
4	<p>Extent to Which the Goods or Services Meet the District’s Needs</p>	20 points
5	<p>Vendor’s Past Relationship With the District</p>	5 points
6	<p>Long-Term Cost to the District to Acquire the Vendor’s Goods or Services</p> <p>Warranty, setup fee; maintenance or other fees</p>	10 points
7	<p>Insurance Requirements:</p> <p>A copy of the Certificate of Liability Insurance and Waiver of Subrogation should be in your proposal.</p>	5 points
8	<p>Extent to Which the Vendor Agrees to Our Standard Form of Agreement Embedded Herein as Appendix A.</p> <p>By Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD.</p>	10 points
	<p>TOTAL</p>	100 points