

**Sauk Valley Community College
January 29, 2024**

Action Item 4.4

Topic: Contract Extension – Food Service Vendor

College Health Metrics: Campus Environment – College facilities and grounds are clean and updated. The campus is safe, secure and welcoming.

Presented By: Dr. David Hellmich and Kent Sorenson

Presentation:

Quest Food Service Management Services serves as SVCC’s food service program manager. The College’s food service program provides students and employees access to scratch-made meals and ala-cart food items through the Skyhawk Café. The food service team also prepares catering for meetings and events held on campus, including the *Chocolate Rendezvous*.

Quest is in its third year of its initial three-year contract and is looking to extend its current contract with the College for another three years (from July 2024 to June 2027) with slight increases to its management fee scale.

The College’s food service program has seen Fall semester revenues increase to \$120,489 in 2023 compared to \$77,353 and \$49,807 in 2022 and 2021, respectively. Sauk’s food service program began providing meals to the cadets in the SVCC Police Academy Monday through Friday in January 2023.

A survey conducted last November found that 86% of College faculty and staff feel that Quest’s performance as the food service program manager is ‘acceptable’ with over 56% rating their performance as ‘good.’

Recommendation:

The administration recommends the Board approve the contract extension with Quest Food Service Management Services to continue as the College’s food service program manager for an additional three years (July 2024 through June 2027).



November 15, 2023

Kent Sorenson
Vice President of Business Services
Sauk Valley Community College
173 IL Rt 2
Dixon, IL 61021

Dear Mr. Sorenson,

I hope this letter finds you well. I write in reference to our existing contract dated July 1, 2021, which is set to expire on June 30, 2024. Our partnership is highly valued, and I look forward to a bright future.

Considering our developing collaboration under the current agreement, I would like to propose an extension to the existing contract for service including but not limited to Skyhawk Café, Sauk Coffee Shop, and catering services. To continue our positive momentum, I propose a renewal for an additional three-year term with a nominal inflationary increase to reflect current economic conditions. I propose:

- \$35,000 annual management fee for operating losses in excess of (\$25,000)
- \$42,500 annual management fee for operating losses up to (\$25,000)
- \$47,500 annual management fee for a break even or operational surplus result plus a profit split of 50% of the positive cash flow amount.

Other terms and conditions outlined in the initial contract have served as a reliable framework for our partnership, and I am eager to preserve the stability and consistency it has provided. With this extension, we aim to maintain the same level of commitment, service, and dedication that has characterized our partnership.

Please feel free to contact me at your earliest convenience to schedule a meeting or discuss this proposed extension, or feel free to let me know if you'd like for us to draft a formal addendum to our contract if you're in agreement with our proposed terms.

Thank you for your attention to this matter.

Warm regards,

A handwritten signature in black ink that reads "Nicholas Saccaro".

Nick Saccaro
President