

Taste Test Details and Scorecard

1. Taste Test Preparation and Instructions

- The testing samples will be delivered at no cost to the school.
- You will not need to bring 'sides', fruits, vegetables, or milk if they are not a part of the center of the plate entree.
- Vendors may not arrive for set up prior to 8:30 am.
- The taste test will start at 9:00 am.
 - If the vendor is not ready to serve samples within 15 minutes of the taste test starting, no testing of the proposer's product will be performed. The proposer will be considered late and non-responsive, resulting in their proposal being disqualified.
- Each vendor will be provided with a section of the island kitchen counter.
 - Taste Testers will move from vendor to vendor to sample the items.
 - Vendors will serve samples to the taste testers.
 - A warmer is available to keep food warm if needed.
- Vendors should prepare for a maximum of 12 taste test participants.
 - Vendors will be notified of the total headcount by Friday, 5/16/25.
- Please arrive with food prepared and ready to serve. There will not be equipment available to prepare food.
- Entrees should be served in tasting portion sizes. However, please have a sample available that shows the full portion size a student would get on a K-8 meal pattern.
- Entrees served at the taste test should be a true representation of what the Vendor will serve students during the school year.

Vendors should bring the following:

- A maximum of two (2) breakfast entrees of their choice
 - One must be a hot entree, and one must be a cold/room temperature entree.
- A maximum of three (3) lunch entrees of their choice
- All plates, bowls, utensils, etc. needed to serve and eat these meals
 - These items must be the same as what will be provided for the students (ie trays, plates, bowls, utensils).
- Because our lunches are served Family Style, please bring sample hotel pans/containers to show how the food will be delivered under the contract.
- Maximum of three handouts with sample menus and/or company information (optional)

2. Taste Test Scorecard (Maximum 25 points)

Evaluation of the samples will consist of the following areas: freshness, temperature, product appearance, taste, texture, and overall product quality. Taste testers will provide feedback on the acceptability of meals. The total taste test score will be added into the scoring criteria listed in the RFP.

Scored on a 1 to 5 points scale per category.

Criteria	Max Points (5 points per category)
<p>Freshness</p> <p><i>Description:</i> Assesses whether the food tastes recently prepared and includes fresh, high-quality ingredients.</p>	<p>0: Ingredients are stale or show signs of spoilage</p> <p>1: Minimal freshness; food tastes aged or overly processed</p> <p>2: Mixed freshness; some ingredients seem acceptable</p> <p>3: Generally fresh, but not outstanding</p> <p>4: Fresh and well-prepared, minor room for improvement</p> <p>5: Exceptionally fresh, vibrant, and clearly recently prepared</p>
<p>Texture</p> <p><i>Description:</i> Evaluates whether the texture of each food item is appropriate and consistent.</p>	<p>0: Poor texture; overcooked, undercooked, or soggy</p> <p>1: Inconsistent or unpleasant mouthfeel</p> <p>2: Acceptable texture but not ideal</p> <p>3: Good consistency and texture</p> <p>4: Very good; appropriate and mostly consistent</p> <p>5: Excellent and consistent texture across all items</p>
<p>Product Appearance</p> <p><i>Description:</i> Examines visual appeal, including color, plating, and overall presentation.</p>	<p>0: Unappealing or poorly presented</p> <p>1: Sloppy or unattractive presentation</p> <p>2: Average appearance; lacks visual appeal</p> <p>3: Presentable and appetizing</p> <p>4: Attractive and neatly prepared</p> <p>5: Outstanding presentation; visually appealing and well-executed</p>
<p>Taste</p> <p><i>Description:</i> Measures the balance, seasoning, and overall flavor quality of the food.</p>	<p>0: Unpleasant or off-putting taste</p> <p>1: Poorly balanced or bland</p> <p>2: Acceptable but lacks strong or memorable flavor</p> <p>3: Good flavor; well-seasoned</p> <p>4: Very good; flavor is enjoyable and well-developed</p> <p>5: Excellent taste; rich, balanced, and memorable</p>
<p>Overall Product Quality</p> <p><i>Description:</i> Considers the complete experience of the meal, including execution, consistency, portion size, and suitability for the intended audience.</p>	<p>0: Very poor quality; not appropriate or appealing</p> <p>1: Lacks cohesion or sufficient quality</p> <p>2: Meets minimum standards; average quality</p> <p>3: Good quality and well-suited for the purpose</p> <p>4: High quality with thoughtful execution</p> <p>5: Exceptional overall; highly suitable, consistent, and professional</p>

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