



Agenda Item Details

Meeting	Aug 10, 2022 - Regular Meeting
Category	6. CONSENT AGENDA
Subject	G. Bid No. 4-2122; Produce for the Fresh Fruits & Vegetables Grant and Summer Feeding Program (Renewal)
Type	Action (Consent)

Recommendation:

It is recommended that a purchase order be issued to Hershey Enterprise, Inc, Omak, WA, in the amount of \$380,000.00, for fresh produce to be consumed by students at various low-income district elementary schools. These schools were awarded a grant for the USDA Fresh Fruits and Vegetables Program for the 2022-2023 school year. This purchase order will also be used to procure produce to be used as part of the summer feeding program during the summer months of 2023.

Background:

In June 2021, Spokane Public Schools was notified by the Office of the Superintendent of Public Instruction (OSPI) that nineteen of the district's elementary schools (Adams, Arlington, Audubon, Bemiss, Cooper, Garfield, Grant, Holmes, Lidgerwood, Linwood, Logan, Longfellow, Regal, Ridgeview, Scott, Stevens, Westview, Whitman and Willard) had been awarded approval to participate in the USDA Fresh Fruits and Vegetables Program during the 2022-2023 school year. This program allows for students to have access to fresh produce daily during their in-class snack breaks in an effort to garner their interest in choosing a healthy option when selecting snacks during the day. In addition to the students' benefit of receiving fresh produce throughout the school year, the grant also encourages the district to purchase locally grown fresh produce from qualified producers thereby bolstering the state grower's economy. The upcoming school year will be the district's thirteenth year of participation in this grant program.

For evaluation purposes, the Nutrition Services department determined a list of typical products and quantities based on monthly historic ordering practices. After adjusting case pricing to coincide with pack sizes for uniformity and allowing a 10% pricing advantage for those products grown and processed in the state of Washington, this monthly total was used to determine the overall low bidder. It is recommended that Hershey Enterprises, Inc., be awarded this renewal. Their prices are considered fair and reasonable, and they appear to be able to provide a wide variety of individually packed single serving produce examples. This renewal accesses the first of four optional one-year contracts. Expenditure will come from the general fund as provided by the USDA Fresh Fruit and Vegetable grant.

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Motion by: Melissa Bedford. Second by: Riley Smith.
 Yes: Melissa Bedford, Jenny Slagle, Riley Smith, Nikki Lockwood
 Final Resolution: Motion carries.

AUTHORIZATION FOR ALTERNATIVE PURCHASE PROCESS

GOODS – Dollar Threshold \$40,000-75,000 ☐
Over \$75,000 ☒

SERVICES – Dollar Threshold **FEDERAL** - Over \$5,000 ☐
STATE - \$40,000-\$300,000 ☐
STATE – Over \$300,000 ☐

School Board Approval Required ☒

Rationale: Single Source ☐
Service ☐
Books* ☐
Accessing Existing Contract ☒

Spokane Public Schools 4-2122
(agency) (no.)

Vendor: Hershey Enterprises

Purchase Description: Fresh Fruits and Vegetables Grant & Summer Feeding Program

Rationale: In support of Nutrition Services meal program

Estimated Amount: \$ 380,000.00

Originating Department Contact Person: Doug Wordell / Nutrition Services

Purchasing Agent Approval: 

Date Forwarded for Authorization: 08/10/2022

Approval Signature: _____ Date: _____
Associate Superintendent
School Support Services

Board Approval Date 08/10/22 PO# 230177 by: pt

Purchase Requisition for Miscellaneous Supplies

SPOKANE PUBLIC SCHOOLS
Spokane, Washington

NAME OF PURCHASE:

Loc #: 680 Req #: Req Date: 20-Jul-22 Due Date:

Deliver To:
Nutrition Services

Suggested Vendor:
Reference Bid 4-2122
Hershey Enterprises Inc.

Phone #:
Fax #:

DO NOT USE

PO #: 230177
PO Date:
Bid/Quote: Bid 4-2122
Other: AIT 117-2223

Ordered By: _____ (Signature)

Approved By: R. Doughty (Budgetary Signature)

Special Remarks:

220177

Will items on requisition be used for: (NOTE, ALL QUESTIONS MUST BE ANSWERED)

...Grant Funding? ☒ YES ☐ NO

Yes IF for Federal Grant or Non-Federal Grant operated in partnership with a Federal Grant.

...Elementary Instruction? ☐ YES ☒ NO

If yes, approval needed from a Director of Elementary Curriculum. →

...Secondary Instruction? ☐ YES ☒ NO

If yes, approval needed from the Director of Secondary Curriculum. →

...Tech Services, hardware or software? ☐ YES ☒ NO

If yes, approval needed from the Director of Technology Services. →

Qty.	Unit	Description	Account #	Stock #	Unit Cost	Total Cost
1	Ea	Produce Purchased for Fruit and Vegetabel Grant	000.198F.42.65630		\$ 345,000.00	\$ 345,000.00
1	EA	Summer Meal Program	315.198S.42.65630		\$ 35,000.00	\$ 35,000.00
			303.198S.42.65630			
			320.198S.42.65630			
		FFVP Sites for 2022-2023 include Adams, Arlington,				
		Audubon, Bemiss, Cooper, Frances Scott, Garfield,				
		Grant, Holmes, Lidgerwood, Linwood, Logan,				
		Longfellow, Regal, Ridgeview, Stevens, Westview,				
		Whitman, and Willard,				
		Purchases from 9/1/22 through 8/31/23				
		Please send copy of PO to Nutrition Services				

SUBTOTAL \$ 380,000.00

SHIPPING & HANDLING RATE 0.00% \$ -

SUBTOTAL \$ 380,000.00

SALES TAX RATE 0.00% \$ -

TOTAL \$ 380,000.00

SPOKANE PUBLIC SCHOOLS
Spokane, Washington

Loc #: 680	Req #:	Req Date: 20-Jul-22	Due Date:
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Suggested Vendor:
Reference Bid 4-2122
Hershey Enterprises Inc.

Phone #:
Fax #:

Other: _____

Special Remarks:

If yes, approval needed from the Director of Technology Services. _____→

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		Purchases from 9/1/22 through 8/31/23				
		Please send copy of PO to Nutrition Services				
					SUBTOTAL	\$ 380,000.00
					SHIPPING & HANDLING RATE	0.00% \$ -
					SUBTOTAL	\$ 380,000.00
					SALES TAX RATE	0.00% \$ -
					TOTAL	\$ 380,000.00

Form 10-0009

Rev 10/15

Web Form 10-0009

Stores OR-1506

Building Retention 2 years

Revised 04/03/19



Spokane Public Schools
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PURCHASE ORDER NUMBER:

230177

PO DATE: 09/01/22

ORDER DUE DATE: 09/01/22

PAYMENT MAY BE DELAYED UNLESS PO# APPEARS ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGING.

VENDOR NUMBER
034087

VENDOR PHONE NUMBER

REQUISITION NUMBER
R62308

VENDOR INFORMATION

RYAN HERSHEY ENTERPRISES INC
DBA AMERICAN PRODUCE EXPRESS
1105 140TH AVE CT E
SUMNER, WA 98390

ATTN:

BID/QUOTE NO.: 4-2122
CONTRACT NO.: B-JPR-F&V GRANT
BUYER: PAM T
BUYER PHONE NO.: (509) 354-7127

SHIP TO: NUTRITION SERVICES
200 N BERNARD ST
SPOKANE, WA 99201

SEND INVOICE TO: NUTRITION SERVICES
200 N BERNARD ST
SPOKANE, WA 99201

FOR: SEE BELOW

ALL INVOICES AND CORRESPONDENCE MUST BE SENT TO THIS ADDRESS REGARDLESS OF THE SHIPPING DESTINATION.

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	ITEM TOTAL
			<p>REFERENCE: BID NO. 4-2122, DATED 8/16/21. AWARD OF PURCHASE ORDER RENEWAL TO YOUR FIRM WAS APPROVED BY THE SCHOOL BOARD 8/10/22 FOR SUPPLYING FRESH FRUITS AND VEGETABLES IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE AFOREMENTIONED BID.</p> <p>THIS ORDER CONSTITUTES AN OPEN PURCHASE AGREEMENT FOR PRODUCE AVAILABLE FROM YOUR FIRM. YOU MAY EXPECT REGULAR ORDERS FROM THE DISTRICT ELEMENTARY SCHOOLS NAMED BELOW FOR THE PERIOD 9/1/21 THROUGH 8/31/22. ONLY THOSE INDIVIDUALS LISTED BELOW ARE AUTHORIZED TO PLACE ORDERS:</p> <p>DENNIS BAIRD ELLEN RAMUS SAMANTHA SLIPPER ROBBIE TRUITT DOUG WORDELL JEANETTE PRIEN</p>		
					CONTINUED

ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

PO TOTAL

1. Goods other than those specified on this order must not be substituted without authorization.
2. The right of cancellation in case of long delay in shipment is reserved.
3. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if item is backordered or canceled.
4. If not sold F.O.B. destination, prepay shipping charges, if any, and invoice accordingly. No C.O.D.'s will be accepted.
5. Payments shall be paid within 30 days receipt of an acceptable invoice provided goods/services have been received.
6. Authorization for price discrepancies is necessary only if total order is increased more than \$25.

INTERNAL USE ONLY

RECEIVING SIGNATURE: _____

DATE REC'D: ____/____/____

PURCHASE ORDER
AUTHORIZED BY: _____

Pam Satosky



Spokane Public Schools
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PURCHASE ORDER NUMBER: 230177

PO DATE: 09/01/22	ORDER DUE DATE: 09/01/22	PAYMENT MAY BE DELAYED UNLESS PO# APPEARS ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGING.
VENDOR NUMBER 034087	VENDOR PHONE NUMBER	REQUISITION NUMBER R62308

VENDOR INFORMATION RYAN HERSHEY ENTERPRISES INC DBA AMERICAN PRODUCE EXPRESS 1105 140TH AVE CT E SUMNER, WA 98390	ATTN: BID/QUOTE NO.: 4-2122 CONTRACT NO.: B-JPR-F&V GRANT BUYER: PAM T BUYER PHONE NO.: (509) 354-7127
SHIP TO: NUTRITION SERVICES 200 N BERNARD ST SPOKANE, WA 99201 FOR: SEE BELOW	SEND INVOICE TO: NUTRITION SERVICES 200 N BERNARD ST SPOKANE, WA 99201 ALL INVOICES AND CORRESPONDENCE MUST BE SENT TO THIS ADDRESS REGARDLESS OF THE SHIPPING DESTINATION.

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	ITEM TOTAL
			AS WELL AS THE CAFETERIA MANAGERS AT: ADAMS, ARLINGTON, AUDUBON, BEMISS, COOPER, GARFIELD, GRANT, HOLMES, LIDGERWOOD, LINWOOD, LOGAN, LONGFELLOW, REGAL, RIDGEVIEW, STEVENS, WESTVIEW, WHITMAN, WILLARD AND FRANCES SCOTT (FORMERLY KNOWN AS SHERIDAN) ELEMENTARY SCHOOLS. PLEASE REFERENCE THE PURCHASE ORDER NUMBER LISTED ABOVE ON ALL INVOICED ORDERS.		
0001	345,000	\$	FRUITS AND VEGETABLES FOR THE FRUIT AND VEGETABLE GRANT AWARDED TO THE ELEMENTARY SCHOOLS LISTED ABOVE.	1.00	345,000.00
0002	35,000	\$	SUMMER PROGRAM PRODUCE	1.00	35,000.00
				Subtotal	380,000.00
				Tax	0.00

ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

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3. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if item is backordered or canceled.
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PO TOTAL 380,000.00

INTERNAL USE ONLY	
RECEIVING SIGNATURE: _____	DATE REC'D: ____/____/____

PURCHASE ORDER AUTHORIZED BY:

Pam Satoosky

An official website of the United States government
[Here's how you know](#)



You have 2 new alerts
Show / Hide Alerts



Search

All Words

e.g. 1606N020Q02

Select Domain
Entity Information



All Entity Information

Entities

Disaster Response Registry

Exclusions

Filter By



Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

☐ Any Words 

☐ All Words 

☐ Exact Phrase 

e.g. 123456789, Smith Corp