

AUTHORIZATION FOR ALTERNATIVE PURCHASE PROCESS

GOODS - Dollar Threshold \$40,000-75,000 []
Over \$75,000 [X]

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

School Board Approval Required [X]

Rationale: Single Source []
Service []
Accessing Existing Contract [X]

US Foods, Inc.
(agency)

SPS RFP 13-1819
(no.)

Purchase Description: Prime Vendor

Rationale: Food and supplies in support of the Nutrition Services meal program FY 2023-2024 FY
and Skills Center Culinary

Estimated Amount: \$5,890,000.00

Originating Department Contact Person: David Ulyanchuk Skills Center
Becky Doughty / Maintenance

Purchasing Agent Approval: Paul Carson

Date Forwarded for Authorization: 8/16/23

Approval Signature: Board Approved Date: 8/23/23
Chief Finance Officer

Board Approval Date 8/23/23

PO# 240178
\$ 240199

by: pt

SPOKANE PUBLIC SCHOOLS
Spokane, Washington

Loc #: 680	Req #:	Req Date: 11-Aug-23	Due Date:
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PO Date: 9/1/23
Bid/Quote: RFP 13-1819
Other: A1+110-2324

Phone #:
Fax #:

Special Remarks:

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

Qty.	Unit	Description	Account #	Stock #	Unit Cost	Total Cost
1	EA	Reference Bid 13-1819	Loc.198N.42.65630		\$ 5,800,000.00	\$ 5,800,000.00
		Prime Vendor	Loc.198N.44.65611			
1	EA	Summer Meal Program	305.198S.42.65630		\$ 50,000.00	\$ 50,000.00
			305.198S.44.65611			
			315.198S.42.65630			
			315.198S.44.65630	65611		
		Purchases from 9/1/23 through 8/31/24	JL 8/11/23			
		Please send copy of PO to Nutrition Services				
SUBTOTAL					\$	5,850,000.00
SHIPPING & HANDLING RATE					\$	-
SUBTOTAL					\$	5,850,000.00
SALES TAX RATE					\$	-
TOTAL					\$	5,850,000.00

Form 10-0009 Rev 10/15 Web Form 10-0009 Stores OR-1506 Building Retention: 2 years Revised 04/03/19



Agenda Item Details

Meeting	Aug 23, 2023 - Regular Meeting
Category	5. CONSENT AGENDA
Subject	J. RFP 13-1819, US Foods, Inc., Nutrition Services Prime Vendor for FY2023-24; Alternate Purchase No. 110-2324
Type	Action (Consent)

Recommendation:

Renew the purchase order contract with US Foods, Inc., Spokane, WA, in the anticipated estimated amount of \$5,890,000.00, for food products and supplies purchased during the 2023-2024 fiscal year, per the terms and conditions of RFP No. 13-1819.

Background:

This contract provides food products and supplies in support of the Nutrition Services meal programs and the Skills Center culinary program. The prime vendor system has allowed the nutrition services and warehouse teams to manage food inventory, preparation/serving supplies, purchases, and distribution more effectively. By awarding a single prime vendor the district receives just-in-time product, has the benefit of a more flexible procurement model with a wider variety of offerings, and a shorter lead time for specialty items. The district receives superior customer service by building a partnership with the prime vendor provider when compared to that received from a vendor who only makes a single drop delivery in the more traditional procurement approach. Product quality is at a higher level given the quick turnaround time of goods.

US Foods (formerly Food Services of America) was initially awarded this contract as a result of staff analysis utilizing the Proposal Evaluation Criteria. Each vendor was judged on their ability to comply with various required critical qualifying factors identified in the RFP specifications. These factors, coupled with positive evaluation criteria scores (taste tests, delivery service reliability, invoice processes, etc.), resulted in this vendor being recommended and approved for award. US Foods, and before that Food Services of America, has effectively served the district as the prime vendor for the past 24 years. This renewal will access the fourth and final of the allowable additional one-year renewal options available in accordance with the terms and conditions of the RFP. Prices are considered fair and reasonable. This expenditure will be paid from the general fund.

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: Director Bedford. Second by: Director Lockwood
Yes: Melissa Bedford, Nikki Lockwood, Jenny Slagle, Mike Wiser
Final Resolution: Motion carries.



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Disaster Response Registry

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D. Carson

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Simple Search

Search Editor

☐ Any Words 

☐ All Words 

☐ Exact Phrase 

e.g. 123456789, Smith Corp

"US Foods, Inc."



Entity



Location



Status



☒ Active

☐ Inactive

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Spokane Public Schools
excellence for everyone

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PURCHASE ORDER NUMBER:

240178

PO DATE: 09/01/23

ORDER DUE DATE: 09/01/23

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

VENDOR NUMBER
034080

VENDOR PHONE NUMBER
(509) 483-7708 ext: KIM
FX (206) 676-4244

REQUISITION NUMBER
R63752

VENDOR INFORMATION
US FOODS INC
USF-SPOKANE
POBOX34172
SEATTLE, WA 98124

ATTN:
BID/QUOTE NO.: 13-1819
CONTRACT NO.: B-JPR-PRIME VEND
BUYER: PAM T
BUYER PHONE NO.: (509) 354-7127

SHIP TO: CENTRAL WAREHOUSE
2815 E GARLAND AVE
SPOKANE, WA 99207

SEND INVOICE TO: BUDGET AND ACCOUNTING
200 N BERNARD ST
SPOKANE, WA 99201

FOR:

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

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	ITEM TOTAL
0001	5,800,0	\$	REFERENCE: NUTRITION SERVICES PRIME VENDOR, RFP NO. 13-1819 DATED 5/10/19. AWARD OF PURCHASE ORDER CONTRACT TO YOUR FIRM WAS RENEWED BY THE SCHOOL BOARD ON 8/23/24 TO PROVIDE THE FOLLOWING: DELIVERY OF ITEMS TO WAREHOUSE, SITE KITCHENS AND CATERING AS SPECIFIED AND IN ACCORDANCE WITH THE TERMS AND CONTITIONS OF THE AFOREMENTIONED RFP FOR SUPPORT OF THE NUTRITION SERVICES PROGRAM. THIS PURCHASE ORDER SHALL BE IN EFFECT FOR THE PERIOD 9/1/23 THROUGH 8/31/24.	1.00	5,800,000.00
0002	50,000	\$	SUMMER MEALS PROGRAM	1.00	50,000.00
				Subtotal	5,850,000.00
				Tax	0.00

ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

PO TOTAL 5,850,000.00

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 Jatsky