



Agenda Item Details

Meeting	Aug 24, 2022 - Regular Meeting
Category	6. CONSENT AGENDA
Subject	D. Alternate Purchase No. 124-2223; Supplemental Prime Vendor Accessing RFP 7-2122
Type	Action (Consent)

Recommendation:

Approve issuance of a purchase order contract to Good Source Solutions/Gold Star Foods, Emmett, ID, in an anticipated amount not to exceed \$450,000.00 for USDA approved meal items during the 2022-2023 fiscal year.

Background:

As the COVID-19 Pandemic continues to disrupt the supply chain and product availability, school districts nationwide have found themselves in the unique situation of being unable to secure USDA school meal program menu items scheduled to provide nutritious meals for their students. This disruption is forcing last-minute menu changes and substitutions that cause challenges with production and communication related to special dietary accommodations.

Spokane Public Schools has a Prime Vendor RFP, awarded to US Foods, that provides the majority of the menu items for the school meal program. US Foods has partnered well with our district, however they are struggling like all distributors with accessing products and having enough drivers to distribute products. In an effort to minimize unexpected changes and provide a stable supply of core meal program products, the Nutrition Services department, in conjunction with the Warehouse and Purchasing departments, developed a plan in November 2021 that would allow our district to have a back-up distributor who could act as a Supplemental Prime Vendor should the primary Prime Vendor be unable to provide like products. This RFP will allow the district to acquire key products that will help stabilize product availability for the school meal program.

This RFP was issued to the food distributors located in the Spokane/Northern Idaho area as well as being advertised on a public purchasing website. We received notification from two of the local distributors (URM and Sysco) indicating that they were neither in a position to supply our district these types of products, nor could they make deliveries as requested. Good Source Solutions/Gold Star Foods was the only distributor to submit a proposal. The district has utilized this firm regularly during the past sixteen years and finds them to be very accommodating when we have faced emergency or unusual circumstances. This award will be accessing the first of four additional optional contract years. Their pricing is deemed fair and reasonable. Expenditures from this RFP will be paid through 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: Nikki Lockwood. Second by: Melissa Bedford.

Yes: Melissa Bedford, Jenny Slagle, Riley Smith, Nikki Lockwood, Mike Wiser

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 RFP 7-2122
(agency) (no.)


Vendor: Good Source Solutions / Gold Star Foods

Purchase Description: Nutrition Services Supplemental Prime Vendor

Rationale: Supplemental source of products when Prime Vendor cannot supply

Estimated Amount: \$ 450,000.00

Originating Department Contact Person: Doug Wordell / Nutrition Services

Purchasing Agent Approval: 

Date Forwarded for Authorization: 08/24/2022

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

Board Approval Date 08/24/22 PO# 230189 by: pt

SPOKANE PUBLIC SCHOOLS
Spokane, Washington

Loc #: 680	Req #:	Req Date: 8/10/2022	Due Date:
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Suggested Vendor:

Phone #:
Fax #:

PO #: 230189

PO Date: 9/1/22

Bid/Quote: 7-2122

Other: A17 124-2223

(Signature)

(Budgetary Signature)

220 189

(NOTE, ALL QUESTIONS MUST BE ANSWERED)

☐ NO☐ NO☒ NO☒ NO

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

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Spokane Public Schools
excellence for everyone

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PURCHASE ORDER NUMBER:

230189

PO DATE: 09/01/22

ORDER DUE DATE: 11/03/22

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

VENDOR NUMBER
013861

VENDOR PHONE NUMBER
(800) 574-3663

REQUISITION NUMBER
R62212

VENDOR INFORMATION
GOOD SOURCE SOLUTIONS INC
DBA NORTHWEST DIST TOOLS FOR SCHOOLS
POBOX277
EMMETT, ID 83617

ATTN:
BID/QUOTE NO.: RFP 7-2122
CONTRACT NO.: B-JPR-SUPP PRIME
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	450,000	\$	REFERENCE: SUPPLEMENTAL PRIME VENDOR, RFP NO. 8-2122 DATED 10/15/21. AWARD OF PURCHASE ORDER RENEWAL TO YOUR FIRM WAS APPROVED BY THE SCHOOL BOARD ON 08/24/22 TO PROVIDE THE FOLLOWING: DELIVERY OF ITEMS TO THE WAREHOUSE 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 11/3/22 THROUGH 8/31/23.	1.00	450,000.00
				Subtotal	450,000.00
				Tax	0.00
ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:				PO TOTAL	450,000.00

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 Jetrosky