



Agenda Item Details

Meeting	Jul 13, 2022 - Regular Meeting
Category	6. CONSENT AGENDA
Subject	J. Bid No. 12-1819; Bongards' Creameries, USDA Cheese Processing, Alternate Purchase No. 105-2223
Type	Action (Consent)

Recommendation:

Approve issuance of a purchase order to Bongards' Creameries, Bongards, MN, in the anticipated approximate amount of \$120,000 for processing USDA bulk cheese commodities into school meal units per the terms and conditions of RFP No. 12-1819 for the 2022-2023 fiscal year.

Background:

This recommendation is to partner with a USDA approved cheese processor who will take the district's federal USDA bulk cheese allotment and make it into cheese sticks, slices, shreds and other finished cheese products. There are only two USDA approved cheese processors for these types of products – Bongard's Creameries and Land O'Lakes. Both approved vendors responded to the solicitation and provide suitable product. The initial award was made as an "all or none" contract rather than on a line-item basis due to USDA single drop shipment volume requirements. Prices are deemed fair and reasonable. This renewal will access the third of four optional one-year renewals per the RFP terms and conditions.

It is also recommended that the board allow for overages in the amount of 10% (\$12,000) should it become necessary in the course of the 2022-2023 meal preparations. Expenditures from this purchase 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: Nikki Lockwood. Second by: Riley Smith.

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

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 [X]
STATE - \$40,000-\$300,000 []
STATE – Over \$300,000 []

School Board Approval Required [X]

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

Spokane Public Schools 12-1819
(agency) (no.)

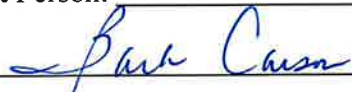
Vendor: Bongard's Creameries

Purchase Description: USDA Cheese Processing

Rationale: Support for Nutrition Services Programs

Estimated Amount: \$ 120,000.00

Originating Department Contact Person: Doug Wordell / Nutrition Services

Purchasing Agent Approval: 

Date Forwarded for Authorization: 07/11/2022

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

Board Approval Date 07/13/22 PO# 230155 by: pt

SPOKANE PUBLIC SCHOOLS
Spokane, Washington

Loc #: 680	Req #:	Req Date: 21-Jun-22	Due Date:	DO NOT USE	
<div> <div> Deliver To: Warehouse </div> <div> Suggested Vendor: RFP 12-1819 Bongards Creameries Phone #: Fax #: </div> </div>				PO #: 230155 PO Date: 9/1/22 Bid/Quote: AH 1052223 Other: RG2188	
Ordered By: _____ (Signature)				Approved By: <u>R. Douglas</u> (Budgetary Signature)	
Special Remarks: _____					

Will Items on requisition be used for;		(NOTE, ALL QUESTIONS MUST BE ANSWERED)
...Grant Funding?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Yes IF for Federal Grant or Non-Federal Grant operated in partnership with a Federal Grant.
...Elementary Instruction?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	If yes, approval needed from a Director of Elementary Curriculum. _____→
...Secondary Instruction?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	If yes, approval needed from the Director of Secondary Curriculum. _____→
...Tech Services, hardware or software?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	If yes, approval needed from the Director of Technology Services. _____→

[illegible]

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



Spokane Public Schools
excellence for everyone

Page 1 of 2

PURCHASE ORDER NUMBER:

230155

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
032851

VENDOR PHONE NUMBER

REQUISITION NUMBER
R62188

VENDOR INFORMATION
BONGARDS CREAMERIES
13200 COUNTY ROAD 51
NORWOOD YOUNG AMERICA, MN 55368

ATTN:
BID/QUOTE NO.: 12-1819
CONTRACT NO.: B-JPR-CHEESE
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: JEANETTE PRIEN

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

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	ITEM TOTAL
0001	150,000	\$	REFERENCE BID NO. 12-1819, USDA CHEESE PROCESSING - EXTRUDED CHEESE STICKS, SLICES AND SHREDS, DATED JANUARY, 2019. AWARD OF PURCHASE ORDER RENEWAL TO YOUR FIRM WAS APPROVED BY THE SCHOOL BOARD ON 7/13/22 TO PROVIDE THE FOLLOWING IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE AFOREMENTIONED BID SPECIFICATIONS. THIS USDA CHEESE TO BE DIVERTED TO YOUR PLANT FOR PROCESSING INTO VARIOUS PRODUCTS UTILIZED IN THE DISTRICT'S NUTRITIONAL MEAL PROGRAMS. THE TERM OF THIS PURCHASE ORDER IS FROM 9/1/22 THROUGH 8/31/23 TO SUPPLY THE FOLLOWING AS ORDERED BY THE AUTHORIZED DISTRICT PERSONNEL NAMED: ALEX NAVARRETE DENNIS BAIRD DOUG WORDELL SAMANTHA SLIPPER ROBBIE TRUITT ELLEN RAMUS JEANETTE PRIEN 1) 402951, MOZZARELLA STRING CHEESE \$14.81/CS 4) 111371, SLICED AMERICAN CHEESE \$27.06/CS 6) 755191, SHREDDED, MILD CHEDDAR \$17.51/CS 7) 755071, SHREDDED, MOZZARELLA \$16.76/CS	1.00	150,000.00
					* 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:



Spokane Public Schools
excellence for everyone

Page 2 of 2

PURCHASE ORDER NUMBER:

230155

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
032851

VENDOR PHONE NUMBER

REQUISITION NUMBER
R62188

VENDOR INFORMATION
BONGARDS CREAMERIES
13200 COUNTY ROAD 51
NORWOOD YOUNG AMERICA, MN 55368

ATTN:
BID/QUOTE NO.: 12-1819
CONTRACT NO.: B-JPR-CHEESE
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: JEANETTE PRIEN

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

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	ITEM TOTAL
0002	0			0.00	Unknown
				Subtotal	150,000.00
				Tax	0.00

ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

PO TOTAL 150,000.00

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: _____