

MEMORANDUM



Spokane Public Schools
excellence for everyone

August 26, 2015

☐ Information Only

☐ Action Required By _____

☐ Due Back By _____

To: Dr. Mark Anderson
Associate Superintendent, School Support Services

Dr. Linda McDermott
Chief Financial Officer

From: Cindy Coleman
Director, Purchasing

Subject: Alternate Purchase No. 138-1516; Nutrition Services Prime Vendor, RFP 17-1314 (*Renewal*)

RECOMMENDATION:

It is recommended that a contract renewal be issued to Food Services of America, Inc., Spokane, WA, in the anticipated approximate amount of \$3,000,000, for food products and supplies purchased during the 2015-2016 fiscal year, per the terms and conditions of RFP No. 17-1314.

TABULATION:

	<u>FSA</u>	<u>URM</u>
Price (40 points)	39.2	40.0
Service (30 points)	26.0	23.3
Product Quality (30 points)	24.8	20.2
Business Stability (10 points)	<u>10.0</u>	<u>10.0</u>
Total Evaluation Points	100.0 ✓	93.5

✓ - Recommended Vendor

BACKGROUND:

This recommended contract provides food products and supplies in support of the nutrition services meal programs. The prime vendor system has allowed the nutrition services and warehouse teams to more effectively manage food and preparation/serving supplies, purchases, and distribution. By awarding to 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 when compared to that received from a vendor who makes only a single drop ship delivery in the more traditional procurement approach. Product quality is at a higher level given the quick turn-around of goods. This is evidenced by the fact that breakfast counts have increased and lunch counts have remained stable even though student enrollment had originally been declining before leveling out and increasing.

The Prime Vendor solicitation was let out as a Request for Proposal so the district could consider factors other than simply pricing. As such, the four main criteria of evaluation were pricing (worth 40 points), service (30 points), product quality (30 points) and business stability (10 points). Pricing was based on the district's 250 most commonly ordered items using the previous year's data to arrive at estimated quantities for each item (for weighted evaluation purposes). Once the lower priced vendor was identified, they then received all 40 points available for that criterion; the other vendor was given a percentage of points below 40 which reflected the same percentage their pricing was over the identified low total.

The next step was to determine each vendor's business stability and ability to provide the services required for a district of our size. Both firms have a long-standing, lucrative business in the Spokane area and provided stellar references. They were both awarded the full 10 points for this criterion.

The third step was to choose 20 items off the product pricing sheet and conduct a blind taste test of the most heavily ordered items in which the vendors identified brands that differed from one another. This test took place at Rogers High Schools on May 20, 2014, among a sampling of Nutrition Services staff and Administrative staff. All items were scored on appearance and taste. These evaluation totals were then added together and the percentage they came in below the maximum score possible was applied to the 30 product quality evaluation points.

The final step was a face to face interview with each firm. The companies were invited to make a brief 10-15 minute presentation telling us about their firm and what they have to offer our district. A panel of ten staff participants asked various service related questions of each vendor; both vendors were asked the same questions. The panel then scored each of their answers on a scale of 1 to 5, with 5 being highest. Again a percentage was calculated against total possible points and applied to the 30 service points available.

Food Services of America was recommended for award as a result of staff analysis using the Proposal Evaluation Criteria. Each vendor was judged on their compliance with various non-optional critical qualifying factors identified in the RFP document. These factors, coupled with positive evaluation criteria scores, resulted in this vendor being recommended for award. Food Services of America has effectively served the district as the prime vendor for the past sixteen years. This renewal will access the first of four additional one-year renewal options available thereafter in accordance with the terms and conditions of the RFP. Prices are considered fair and reasonable. The expenditures from this RFP will come from the general fund.

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It was recommended the School Board approve a contract to be issued to Northwest Distribution/Tools for Schools, Emmett, Idaho, in the anticipated approximate amount of \$85,000 for processing USDA cheese commodities into school meal entrée portions per the terms and conditions of Bid No. 13-1314.

It was recommended the School Board approve a renewal contract to be issued to Dorian Studio, Inc., Spokane, Washington, for the 2015-2016 Elementary School Photographic Services.

It was recommended the School Board approve contracts to be issued to Dorian Studio, Herff Jones Yearbooks and Walsworth Publishing Co., all of Spokane, Washington, in the base book amounts of approximately \$75,749.00, \$22,769.25, and \$40,529.00 respectively.

Sent to board
It was recommended the School Board approve a renewal contract be issued to Food Services of America, Inc., Spokane, Washington, in the anticipated approximate amount of \$3,000,000.00 for food products and supplies purchased during the 2015-2016 fiscal year.

It was recommended the School Board approve a renewal purchase order to be issued to Torre Refuse & Recycling (dba: Sunshine Disposal and Recycling) Airway Heights, Washington, for single stream recycling pick-up services during the 2015-2016 fiscal year. The cost of this service is anticipated to be approximately \$75,000.00.

It was recommended the School Board approve a contract award to be issued to Kershaw's, Inc., Spokane, Washington, accessing the current contract held by the City of Spokane for small offices supplies not currently in stock in the district warehouse. The estimated cost of this contract will be approximately \$250,000 for the 2015-16 school year.

It was recommended the School Board approve a purchase order be issued to NCS Pearson, Inc., Rancho Cordova, California, in the amount of \$137,393.75 for the purchases of student software license fee for the fiscal year 2015-2016.

It was recommended the School Board approve a purchase order to be issued to Lenovo, Inc., Morrisville, North Carolina, on an as needed basis for the purchase of office and classroom computer equipment in an estimated amount of \$4,500,000.00 for the 2015-16 fiscal year.

It was recommended the School Board approve a purchase order to be issued to XO Communications, Spokane, Washington, in the estimated amount of \$100,000 for district wide dial tone telecommunications services.

It was recommended the School Board approve a purchase order to be issued to Sungard K-12 Education, Chico, California, in the amount of \$207,741.43 for the fiscal year 2015-16 IFAS annual software/server maintenance and support and custom programming fees.

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Instructional Assistants

Marrow, Jennifer – North Central, Special Design Student IA

Pace, Doug – Sacajawea, Special Design BI IA

Rima, Adrienne – Garfield/Jefferson, Special Ed Resource IA

Professional/Technical

Allers, Hannahlee – Spokane Virtual Learning, SVL Student Support Specialist

Secretarial/Clerical

Ledezma, Tahlia – Student Services, Office Manager, Mental Health Program

Specialists

Conrad, Kayla – Special Education, Interpreter, DI-Deaf/Hard of Hearing

Unified Trades

Skaife, Jeff – Plant Maintenance, Carpenter – PM/Swing Shift

Travel Report

EXPENSE - PRIOR NOTIFICATION

Sept 11, 2015 Dr. Linda McDermott Large District Round Table Meeting Seattle, WA

Oct 4-8, 2015 Franklin Day 2015 PNW Institute on Special Education and the Law Seattle, WA

Oct 4-8, 2015 Angela Johnstone 2015 PNW Institute on Special Education and the Law Seattle, WA

GRANT EXPENSE - PRIOR NOTIFICATION

Oct 17-20, 2015 Suzanne Maguire GEAR UP West Conference Boise, ID

Oct 18-20, 2015 Blaine Denton GEAR UP West Conference Boise, ID

Oct 18-20, 2015 Katie Himmerich GEAR UP West Conference Boise, ID

Oct 18-20, 2015 George Pfeifer GEAR UP West Conference Boise, ID

Oct 19-22, 2015 Jennifer Linn NACSA Leadership Conference Broomfield, CO

Oct 19-22, 2015 Jeannette Vaughn NACSA Leadership Conference Broomfield, CO

EXPENSE - POST NOTIFICATION

Aug 11-12, 2015 Michele Perisho NAC Program Workshop Tumwater, WA

CANCELLATIONS

Aug 20, 2015 Terri LeFors WAPRO Board of Directors Meeting Tukwila, WA

MOTION: Vice President Chapin moved to approve consent agenda items, including materials provided in late handout folders.

SECOND: Director Brower

COMMENTS: None.

VOTE: Yes –5; No – 0; Abstain – 0

[View assistance for Search Results](#)

Search Results

Current Search Terms: food* services* of america*

Your search for "food* services* of america*" returned the following results...

Notice: This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

Entity	FOOD SERVICES OF AMERICA, INC.	Status: Active
DUNS: 884738949	CAGE Code: 0PGH4	View Details
Has Active Exclusion?: No	DoDAAC:	
Expiration Date: 08/24/2016	Delinquent Federal Debt? No	
Purpose of Registration: All Awards		

Entity	FOOD SERVICES OF AMERICA, INC.	Status: Active
DUNS: 792442543	CAGE Code: 0HX04	View Details
Has Active Exclusion?: No	DoDAAC:	
Expiration Date: 07/26/2016	Delinquent Federal Debt? No	
Purpose of Registration: All Awards		

Entity	MYRON GREEN CORPORATION	Status: Active
DUNS: 787230051	CAGE Code: 3NLT3	View Details
Has Active Exclusion?: No	DoDAAC:	
Expiration Date: 06/18/2016	Delinquent Federal Debt? No	
Purpose of Registration: All Awards		

Entity	FOOD SERVICES OF AMERICA, INC.	Status: Active
DUNS: 027514553	CAGE Code: 1T646	View Details
Has Active Exclusion?: No	DoDAAC:	
Expiration Date: 09/24/2015	Delinquent Federal Debt? No	
Purpose of Registration: All Awards		

Entity	FOOD SERVICES OF AMERICA, INC.	Status: Active
DUNS: 027745645	CAGE Code: 0N1W0	View Details
Has Active Exclusion?: No	DoDAAC:	
Expiration Date: 10/01/2015	Delinquent Federal Debt? No	
Purpose of Registration: All Awards		

Glossary

Search

Results

Entity

Exclusion

Search

Filters

By Record

Status

By

Functional

Area - Entity

Management

By

Functional

Area - Performance

Information

SAM | System for Award Management 1.0

IBM v1.P.34.20150710-1415

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B. Chinn