



MEETING

August 14, 2018

OF:

TITLE: Approval to Award Invitation for Bids (IFB) 19-34-19 Perishable Food Products

**ITEM #**: 7

Information:

Study:

Action: X

## **PURPOSE:**

To award the line item bid for perishable food products for District school food service use.

## **DESCRIPTION AND JUSTIFICATION:**

IFB 19-34-19 has been executed for the purpose of procuring perishable food products to support the Food Services Program for the District for fiscal year 18/19. Specifications were prepared by the Food Service procurement staff. Food Service staff and the District Purchasing Department reviewed the bid responses and are making the recommendations for award.

This bid is being awarded by line item. A determination has been made to award to multiple vendors for this bid to meet the varying needs of the using department, shipping requirements, while awarding to the vendor with the lowest cost that meets the bid specifications.

The bid is effective upon award and is good for up to one year. Expenditures under this bid are estimated at \$405,000. Food Services funds have been budgeted for the expenditures on these perishable items for FY 18/19.

An executive summary that further summarizes the bid process and recommendations for award is attached for your review. A bid comparison is also attached for your review.

The evaluation process was conducted in accordance with AZ Administrative Code R7-2-1031 - Bid Evaluation and Award.

Kevin Startt, Director of Purchasing and Food Services, will be present to answer questions regarding the need for these products and the procurement process.

## **BOARD POLICY CONSIDERATIONS:**

In compliance with Governing Board Policy DJ - Purchasing Procedures.

## **LEGAL CONSIDERATIONS:**

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:	
Legal Advisor Signature (if applicable)	_
BUDGET CONSIDERATIONS:	Budget Certification (for use by Office of Financial Services only):
District Budget	Date I certify that funds for this expenditure in the amount of \$ are available and may be: Authorized from current year budget Authorized with School Board approval Code: Fund:
INITIATOR(S):	
Kevin Startt, Director of Purchasing/Food Services 8/3/2018	
Name Title	Date
DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:	
ATTACHMENTS:	
Click to download	
Executive Summary	
Bid Comparison 19-34-19	
TUCSON UNIFIED SCHOOL DISTRICT BOARD AGENDA ITEM CONTINUATION SHEET	

