

TUCSON UNIFIED

SCHOOL DISTRICT

PURCHASING DEPARTMENT

P.O. Box 40400
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MEMORANDUM

DATE: October 31, 2018

TO: Kevin Startt
Director of Purchasing

FROM: Teresa Chapman
Procurement Agent

Subject: Executive Summary – Bid No. 19-53-19
Shelf Stable Fruits and Vegetables

Dept: Food Services
Due Date: October 19, 2018

Date Issued: September 27, 2018
No. of Bids Received: 7

BACKGROUND

It is the intention of the Tucson Unified School District to procure Shelf Stable Fruits and Vegetable products for school food service use.

EVALUATION

Notification of IFB 19-53-19 was emailed to 111 vendors using www.azpurchasing.org, the District's official bidders list. TUSD received seven (7) bids and seventeen (17) "NO" bids.

Bids were reviewed to determine whether they were responsive and responsible. The line item bids are recommended to be awarded to the lowest responsible and responsive bidder or bidders whose bid or bids conform in all material respects to the requirements set forth in the invitation for bids.

All bids were reviewed and determined to be responsive and responsible. An abstract was created based on bid pricing for each line item. It was determined to award this bid line by line. The bid tabulation is attached for your review. A determination has been made to award to multiple vendors in order to meet the varying needs of the Food Service Department, shipping requirements, while awarding to the vendors with the lowest cost which meet the bid specifications.

AWARD RECOMMENDATIONS:

Contract award is recommended to the following vendors for the indicated line items:

Malone Meat and Poultry

Shamrock Foods

US Foods

National Foods Group

Peterson Farms

The bid is effective upon award and good for up to one year. Expenditures under this bid are estimated at \$715,000. Food Service funds are budgeted for the expenditures for these shelf stable fruits and vegetable products for FY 18/19.

I attest that the evaluation process was conducted in accordance with Arizona Administrative Code R7-2-1031 (Bid Evaluation and Award) and all applicable Tucson Unified School District rules and regulations.

Concurrence:

Kevin Startt

October 31, 2018

Kevin Startt, Director of Purchasing and Food Services

Date