

TUSD

FOOD SERVICES DEPARTMENT

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TO: Kevin Startt, Director of Purchasing

FR: Patricia K. Bowers, Purchasing Manager

RE: Executive Summary – IFB # 17-47-18SS, Single Service & Disposable Food Service Products

Date: February 17, 2017

Dept.: Food Services
Due Date: January 31, 2017
Addendum: NA

Advertised No. of Vendors: 129
No Bid Responses: 19
No. of Vendor Responses: 13

BACKGROUND:

The purpose of this solicitation is to award to multiple vendors who can provide Single Service & Disposable Supplies to the Food Service Department. It is a 12 month, line – item contract. It has an estimated expenditure of \$ 444,815.00.

EVALUATION:

The Food Service software, WinSnap, produces a Bid Comparison report which is analyzed for cost, minimum shipment requirements, pack size and approved brands that have previously been tested. The evaluation is reviewed with Shirley Sokol, Food Service Director.

AWARD RECOMMENDATION:

The IFB is awarded by line item. Please see attached Bid Comparison report. A determination has been made to award to multiple vendors, in order to meet the varying requirements of shipping, while awarding to the vendor with the lowest cost and responsible and responsive bid response while meeting the specifications set forth in the bid.

AWARD RECOMMENDATION:

I attest that the evaluation process was conducted in accordance with Arizona Procurement Code R2-7-1041 (Competitive Sealed Proposals) and all applicable Tucson Unified School District rules and regulations.

 Kevin Startt / Director of Purchasing, Purchasing Manager 2/20/17

Kevin Startt, Director of Purchasing