



BoardDocs Cover Page

(Due to final Cabinet-level approval on Monday at noon, 2+ weeks prior to BOE meeting date)

Meeting Date:	January 23, 2019	
Agenda Session: (Category)	<input type="checkbox"/> Closed <input type="checkbox"/> Public Hearing	<input type="checkbox"/> Regular (Information, Reports, System Recognitions) <input checked="" type="checkbox"/> Work Session (Bids, former F&F items)
Title (Subject):	RFP 19FS1, Food Products and Distribution for K-12 and Other Public Agencies	
Access:	<input type="checkbox"/> Private	<input checked="" type="checkbox"/> Public
Type:	<input checked="" type="checkbox"/> Action (e.g., bids) <input type="checkbox"/> Action/Consent (e.g., staffing, grants over \$25k) <input type="checkbox"/> Discussion	<input type="checkbox"/> Information (e.g., grants under \$25k) <input type="checkbox"/> Report
Aspirational Goals: (May select multiple)	<input type="checkbox"/> 1-Student Achievement <input type="checkbox"/> 2-Effective and Engaged Staff <input checked="" type="checkbox"/> 3-Resource Allocation	<input type="checkbox"/> 4-Family and Community Involvement <input type="checkbox"/> 5-Health and Safety
Recommended Action:	Board approval of RFP 19FS1, Food Products and Distribution for K-12 and Other Public Agencies	
Backup Documents:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If yes, how many? _____ Is one a PowerPoint (PPT): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Submitted: <input checked="" type="checkbox"/> Herewith <input type="checkbox"/> Later <input type="checkbox"/> Both Comment: _____
Immediately following receipt of an email confirmation that this item has been approved by the Superintendent, the person posting this agenda topic to BoardDocs is responsible for emailing the approved PPT to tim.dean@fcps.org.		

PURPOSE OF PRESENTATION: Staff has reviewed the attached bid and recommends approval by the Board of Education of Frederick County.

BACKGROUND/SUMMARY: This recommendation is to establish a contract for the distribution and purchase of various food products to be utilized by the Food and Nutrition Services Department and other K-12 Public Agencies.

In 2018, Frederick County Public Schools (FCPS) welcomed the opportunity to become the Lead Agency on behalf of U.S Communities for Food Products and Distribution for K-12 and Other Public Agencies. FCPS is currently using U.S Communities Contract 2014-39, which this solicitation will be replacing upon May 30, 2019 expiration. U.S Communities reimburses Lead Agency districts for their time on the solicitation and contract management.

PRESENTER(S) & TITLE(S):

Shane Ryberg, Purchasing Agent
 Robert Kelly, Senior Manager, Food and Nutrition

SUBMITTED BY:

Stephen P. Starmer, C.P.M., CSBA, Purchasing Manager
 Leslie R. Pellegrino, Chief Financial Officer

RFP 19FS1
FOOD PRODUCTS AND DISTRIBUTION FOR K-12 AND OTHER PUBLIC AGENCIES

FACT SHEET

A. **Overview:** This recommendation is to establish a contract for the distribution and purchase of various food products to be utilized by the Food and Nutrition Services Department and other K-12 Public Agencies. Proposals were opened on November 1, 2018.

1. **Bid participation:**

52 proposals downloaded
3 companies submitted proposals

2. **Bids were received from:**

All American Poly (Piscataway, NJ)
Premier, Inc. (Charlotte, NC)
Seattle Gummy Company (Seattle, WA)

3. **Other Facts:**

- Frederick County Public Schools (FCPS) was the lead agency for this solicitation which will be utilized by multiple school districts around the United States.
- FCPS will be reimbursed quarterly from U.S Communities for time spent on the solicitation and contract management.
- The RFP evaluation was a two-step process where technical and price proposals were scored. Evaluators unanimously agreed that the proposal from Premier Inc. was the most favorable based on product offering, service capabilities and national capabilities.
- Proposals from Seattle Gummy and All American Poly were not considered for award during evaluation due to incomplete bid responses. Both companies failed to demonstrate a breadth of product offerings to match contractual needs.
- FCPS will save roughly \$10,000 across the market basket of items.
- The contract will be administered by Robert Kelly, Senior Manager, Food and Nutrition.

4. **Source of Funding:** FY19 Approved Food and Nutrition Services Operating Budget and contingent upon Board approval of FY20, FY21 and FY22 Food and Nutrition Services Operating Budgets.

B. **Recommendation:** Staff recommends that RFP 19FS1, Food Products and Distribution for K-12 and Other Public Agencies, be awarded to Premier, Inc. (Charlotte, NC), per the attached bid tabulations.

C. **Action taken by the Board (Purchasing use only):**

<u>AB</u> Approved	_____ Denied	_____ Deferred	_____ Other	SR/ab
01.23.19 Date	_____ Date	_____ Date	_____ Date	BOE Meeting: 01.23.19

FREDERICK COUNTY PUBLIC SCHOOLS

RFP 19FS1: FOOD PRODUCTS AND DISTRIBUTION FOR K-12 AND OTHER PUBLIC AGENCIES - SCORING		PREMIER
SELECTION COMMITTEE - VENDOR RATINGS		
CRITERIA	MAX POINTS	
Product Offering <i>Offeror's demonstration of its ability throughout its proposal to provide complete offering of Food Products and Distribution for K-12 and Other Public Agencies as well as any additional services and solutions offered by the Proposer.</i> <i>Does Offeror demonstrate it's ability to provide the products specified in General Definition of Products and/or Services on pages 15-16 of RFP?</i>	10	9.38
Conformance to the Specification and Scope of Services Requirements <i>The Offeror must provide a written response to each item in the Specifications and Scope of Work section of the RFP (pages 15-20) and demonstrate it's ability to meet Specifications and Scope of Work.</i>	10	9.00
Qualifications and capabilities demonstrated in Supplier Worksheet and Supplier Information <i>1. Did Offeror answer "Yes" to all questions in <u>Supplier Worksheet for National Program Consideration?</u> If not, Offeror receives zero (0) points for this section.</i> <i>2. <u>Company profile</u> - The ability for the company to; demonstrate its reputation in the marketplace, experience, capability, and financial stability.</i> <i>3. <u>Distribution</u> - The ability of the company to distribute products either regionally or nationwide.</i> <i>4. <u>Marketing</u> - The company's marketing plan to promote this contractual agreement to Participating Public Agencies regionally or nationwide.</i> <i>5. <u>Products, Services and Solutions</u> - The company's ability to provide quality products, services and solutions by the major categories set forth in Section 2 of this Solicitation.</i> <i>6. <u>Quality</u> - The company's ability to provide reliable products and services.</i> <i>7. <u>Administration</u> - The company's ability to administer the contract regionally or nationwide.</i> <i>8. <u>Regional or National Staffing Plan</u> - The ability of the company to dedicate personnel on a regional or national scope for this contract.</i> <i>9. <u>Environmental</u> - The company's environmental initiatives.</i>	20	18.06
References	5	4.00
Product Price Analysis	55	50.00
Total	100	90.44