

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

ASD MEMORANDUM #302 (2004-2005)

June 13, 2005

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: AWARD OF CONTRACT: FOOD STAPLES

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to award contracts to Country Foods and Food Services of America to furnish Food Staples in the estimated amounts of \$252,935, and \$417,167 respectively.

PERTINENT FACTS:

The Food Staples recommended for purchase on this Invitation to Bid are for the Student Nutrition Department for distribution of their school lunch program at various schools within the Anchorage School District for the 2005-2006 school year.

An Invitation to Bid (ITB) for Food Staples was issued to eighteen vendors on February 7, 2005 and Addendum #1 was issued on March 16, 2005 (Attachment A). The quantities in the ITB were estimated by the Student Nutrition Department based on previous year's usage. Major commodities to be purchased include the following: canned fruit, catsup, cereal, crackers, various dressings, flour, juice, mayonnaise, pickles, raisins, spices and sugar.

This is the sixteenth year that the Anchorage School District and Matanuska Susitna Borough School District have consolidated their food staples requirements under one Invitation to Bid. The purpose of this consolidation is to increase the volume of goods to obtain lower prices. Each school district is responsible for placing their individual orders and for having them delivered to their respective delivery points.

The Anchorage School District Purchasing Department prepared the Invitation to Bid. Of the nine vendors responding to our Invitation to Bid, five were selected for various awards (Attachment B). Award recommended is by line item to the

lowest responsive, responsible bidder(s). In addition, five items were not awarded due to one item being discontinued; two items no bids were received; and two items because of high sugar content. Four of these items will be re-bid at a later date.

The Food Staples recommended for award are approximately seven percent lower in price compared to last year.

Due to the large number of line items a tabulation of bids is not included; however, a tabulation of bids is available upon request.

CERTIFICATION OF FUNDS:

Fund Description:

- (06) Student Nutrition Department
Food Service Fund (2005-2006)
- (0242) Inventory Central Warehouse

<u>Fund Source:</u>	<u>Fund</u>	<u>Funding Source</u>	<u>Account Code</u>	<u>Amount</u>
Inventory Central Warehouse	(06)	600000	0242	\$670,102

CC/GV/PKC/CA/dh

Attachments

Prepared by: Carolyn Anderson, Purchasing Agent
Pamela K. Chenier, Director, Purchasing/Warehouse

Approved by: George Vakalis, Assistant Superintendent, Support Services

ANCHORAGE SCHOOL DISTRICT

ABSTRACT OF BID

Commodity or Service:	<u>Food Staples</u>
Bids Opened On:	<u>2:00 P.M., Anchorage Time March 30, 2005</u>
Budget Fund:	<u>Food Service (2005-2006)</u>
Number of Invitations Sent:	<u>Eighteen (18)</u>
Number of Responsive Bids Received:	<u>Nine (9)</u>
Number of Non-Responsive Bids Received:	<u>None</u>
Number of No Bids Received:	<u>None</u>
Advertised Date:	<u>Anchorage Daily News February 7, 2005</u>
Prebid Conference Held:	<u>10:00 A.M., Anchorage Time February 18, 2005</u>
Addendum Issued:	<u>Addendum #1 March 16, 2005</u>

ANCHORAGE SCHOOL DISTRICT
Purchasing Department
4919 Van Buren Street
Anchorage, Alaska 99517-3188

RECOMMENDED AWARDS
BY VENDOR FOR FOOD STAPLES

VENDOR	ESTIMATED TOTAL BY VENDOR
Awards over \$100,000:	
Country Foods 140 South Willow Street, Ste A Kenai, AK 99611	\$252,935
Food Services of America 10420 Olive Lane Anchorage, AK 99515	\$417,167
ESTIMATED TOTAL	<u>\$670,102</u>
Awards under \$100,000:	
M & M Distributors, Inc.	\$33,227
Northwest Food Service, Inc.	\$31,560
Teddy's Tasty Meats, Inc.	\$27,825