BOARD OF TRUSTEES
AGENDA

| ☐ | Workshop | ☒ x | Regular | ☐ | Special |

(A) ☐ **Report Only** ☐ **Recognition**

Presenter(s):

Briefly describe the subject of the report or recognition presentation.

(B) ☒ x **Action Item**

Presenter(s): ISMAEL MIJARES, DEPUTY SUPERINTENDENT FOR BUSINESS & FINANCE
LUIS VELEZ, PURCHASING DIRECTOR

Briefly describe the action required.

CONSIDER AND TAKE APPROPRIATE ACTION ON THE REQUEST TO AWARD
SEALED PROPOSAL NO. 180606 FOR TORTILLAS AND THE BOARD DELEGATES
THE SUPERINTENDENT OR DESIGNEE THE AUTHORITY TO MAKE RELATED
BUDGETED PURCHASES OF GOODS OR SERVICES AS PER BOARD POLICY CH.

(C) **Funding source: Identify the source of funds if any are required.**

BUDGETED FUNDS

(D) **Clarification: Explain any question or issues that might be raised regarding this item.**

SEE ATTACHED MEMORANDUM

MEMORANDUM

To: **Mr. Ismael Mijares, Deputy Superintendent for Business and Finance**

From: Mr. Luis A. Vélez, Purchasing Director

Luis A. Vélez
2017.06.23 17:48:06
-05'00'

Date: Thursday, June 29, 2017

Subject: **Recommendation on Sealed Proposal Number 180606 for Tortillas**

Based on the submitted proposals, the Department of Purchasing recommends that Sealed Proposal Number 180606 for Tortillas be awarded in accordance with the specifications and requirements of the proposal and as per the attached Tabulation Sheet.

If you have any questions or need more information regarding this matter, please contact me at the purchasing department.

Description:	SARITAS TORTILLA FACTORY, INC. EAGLE PASS, TX
1 YELLOW CORN TORTILLA	
Brand:	FERNANDEZ
Size:	5 ¾"
Weight in oz (minimum of 1.0 oz):	1.00
Total cost per package:	$ 6.00
Count per package:	100
Unit Cost (per tortilla):	0.0600
2 WHITE CORN TORTILLAS (MASECA)	
Brand:	LA HACIENDA
Size:	5 ¾"
Weight in oz (minimum of 1.0 oz):	1.00
Total cost per package:	$ 6.00
Count per package:	100
Unit Cost (per tortilla):	0.0600
3 WHOLE GRAIN TORTILLAS	
Brand:	SARITAS WHEAT
Size (minimum 6 ¾):	6 ¾"
Weight in oz (minimum of 1.0 oz):	1.00
Total cost per package:	$ 11.00
Count per package:	100
Unit Cost (per tortilla):	0.1100

Cost Comparison (based on 100 ct.)	
1 YELLOW CORN TORTILLA	$ 6.00
2 WHITE CORN TORTILLAS (MASECA)	$ 6.00
3 WHOLE GRAIN TORTILLAS	$ 11.00

Cost Comparison (based on food service dept. estimated consumption)	
1 YELLOW CORN TORTILLA (303,150)	$ 18,189.00
2 WHITE CORN TORTILLAS (MASECA) (208,450)	$ 12,507.00
3 WHOLE GRAIN TORTILLAS (847,530)	$ 93,228.30
4 TOTAL ESTIMATED COST	$ 123,924.30

RECOMMENDED VENDOR:　　　　**SARITAS TORTILLA FACTORY, INC.**