

Parkrose School District #3

Agenda Item # _____

SUBMITTED BY: (✓) Mary Larson	DATE 4/26/10
APPROVED BY:	
Building Administrator ()	
Superintendent Karen Gray (X)	4/26/10
Director of Business Services Mary Larson (X)	4/26/10

TOPIC: DESIGNATE BEVERAGE SERVICES PARKROSE HIGH SCHOOL

PURPOSE OF AGENDA ITEM: [Why are you asking for Board review]:

Information _____ Policy Change _____ Action/Approval X Presentation/Special Request _____

BACKGROUND: Attachments: Y X N _____ **LIST:**

RFP BEVERAGE SERVICES COMPARISON

RATIONALE/DISCUSSION:

As part of the review of business services, request for proposals for beverage services have been reviewed by a committee. The committee was represented by myself, as Director of Business Services, Becky Nino, Administrative Assistant for Business Services and Ana Gonzalez, PHS Principal. Four proposals were received and reviewed by the committee. The four beverage service companies were Pepsi, Lyons Vending Service, Courtesy Vending Service and Coke. The proposal from Coke was disqualified because of lack of information and did not meet RFP criteria.

These are services that impact the district financially as well as implement board policies and goals. Part of the proposal process is to determine the best pricing along with service.

Evaluation is based on services that the vendor provides along with pricing. A request for proposal is different from a request for bid that is based on price alone. A proposal also evaluates the services provided. However, price or cost of services has a heavy weighting on determination of services. The committee recommends that Courtesy Vending Services be designated as provider for beverage services at Parkrose High School effective July 1, 2010 through June 30, 2015.

FINANCIAL IMPLICATIONS:

The proposal from Courtesy Vending Services meets expectations of services, commissions and cost for District beverage vending needs.

RELATION TO GOALS:

This information supports District policy to form business partnerships as well as good fiscal management practices.

ACTION REQUESTED:

Resolution to designate Courtesy Vending Services to provide beverage vending services at Parkrose High School effective July 1, 2010 through June 30, 2015.

RFP Beverage Services
Scoring Sheet
April 8, 2010

Company Name		Pepsi		Lyons		Courtesy	
Financial Commitment (75 points)		50		0		75	
Operational Plan (15 points)		5		0		15	
Contract Management (10 points)		10		0		10	
Experience & Business References (Pass/Fail)		P		P		P	
Total Points		65		0		100	

1A. Straight Commissions																	
Product	Unit of Measure	Vend Price	Vend Price	Vend Price	Commission %	Commission %	Commission %	Lyons	Courtesy	Pepsi	Commission	Lyons	Commission	Courtesy	Commission	Per Case	Per Case
Soda Pop	12 oz	\$0.75	\$0.75	\$0.85	25%	15%	25%				\$4.50	\$2.70	\$5.10			\$6.00	\$9.00
Soda Pop	20 oz	\$1.25	\$1.25	\$1.50	25%	20%	25%				\$7.50	\$6.00	\$9.00			\$10.50	\$10.50
Isotonics	20 oz	\$1.50	\$1.50	\$1.75	25%	25%	25%				\$9.00	\$9.00	\$9.00			\$4.80	\$9.00
Water	20 oz/5 liter	\$1.25	\$1.00	\$1.50	25%	20%	25%				\$7.50	\$3.60	\$7.50			\$7.20	\$7.50
Juice/Juice Products	12 oz	\$0.00	\$1.00	\$1.25	0%	15%	25%				\$9.00	\$0.00	\$9.00			\$0.00	\$0.00
Juice/Juice Products	15.2 oz/16.9 oz	\$1.50	\$1.50	\$0.00	25%	20%	0%				\$0.00	\$7.20	\$0.00			\$0.00	\$9.00
Juice/Juice Products	20 oz	\$0.00	\$0.00	\$1.50	0%	0%	25%				\$37.50	\$33.30	\$50.10				

1B. Straight Commissions, W/Partially Shared Isotonics																	
Product	Unit of Measure	Vend Price	Vend Price	Vend Price	Commission %	Commission %	Commission %	Lyons	Courtesy	Pepsi	Commission	Lyons	Commission	Courtesy	Commission	Per Case	Per Case
Soda Pop	12 oz	\$0.75	\$0.75	\$0.85	25%	15%	25%				\$4.50	\$2.70	\$5.10			\$6.00	\$9.00
Soda Pop	20 oz	\$1.25	\$1.25	\$1.50	25%	20%	25%				\$7.50	\$9.00	\$10.50			\$4.80	\$9.00
Isotonics	20 oz	\$1.50	\$1.50	\$1.75	25%	25%	25%				\$7.50	\$3.60	\$7.50			\$7.20	\$7.50
Water	20 oz/5 liter	\$1.25	\$1.00	\$1.50	0%	15%	25%				\$9.00	\$0.00	\$9.00			\$0.00	\$0.00
Juice/Juice Products	12 oz	\$0.00	\$1.00	\$1.25	25%	20%	0%				\$0.00	\$7.20	\$0.00			\$0.00	\$9.00
Juice/Juice Products	15.2 oz/16.9 oz	\$1.50	\$1.50	\$0.00	0%	0%	25%				\$37.50	\$33.30	\$50.10				
Juice/Juice Products	20 oz	\$0.00	\$0.00	\$1.50	0%	0%	25%				\$37.50	\$33.30	\$50.10				