

RFP Bid Scoring Analysis

Buffalo Hanover Montrose Schools

Date

4/18/2023

Fixed Fee Evaluation

		Fixed Fee	Total Possible points	Awarded Points Fixed fee
Detail from distributors responses				
Upper Lakes Foods		\$ 1.45	20	19.03
Sysco		\$ 1.38	20	20.00
	Total			
Total # Annual cases purchased	5875			

Market Basket Price Evaluation

		Market Basket Total Dollars	Awarded Points Fixed fee
Detail from distributors responses			
Upper Lakes Foods		\$ 266,744.55	30.00
Sysco		\$ 277,262.50	28.86

Total for price evaluation - 50 possible points		Upper Lakes Foods	Sysco	Note
Fixed Fee point total - 20 pts		19.03	20.00	*Lowest price receives 20 pts for Fixed Fee pts Next lowest receives the % difference in points
Market Basket point total - 30 pts		30.00	28.86	*Lowest price receives 30 pts for Market Basket pts Next lowest receives the % difference in points
Pricing total points - 50		49.03	48.86	

Service Evaluation

Buffalo Hanover Montrose Schools

District

Upper Lakes Foods

		Total Possible points	
Completeness of Product Line		20	20
Distributor experience & qualifications		10	10
Computer Capabilities		30	30
Customer Service & USDA Regulatory Support		20	20
Food Service Consultant trained in K12		20	20
Operational plan & procedures		20	20
Direct Diversion capabilities & programs		5	5
Ability to meet service characteristics		20	20
Degree of ancillary services		5	5
Service total of 150 points	Total	150	150

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butors

Sysco
16.2
10
30
20
20
20
5
20
5
146.2

% reduced based on market basket fulfillment rate

Points Key
50 points for the Fixed Fee Evaluation (tab 1)
Total of 200 points to make a determination for Prime Vendor

	Evaluation Notes		
Buffalo Hanover Montrose		Upper Lakes Foods	Sysco
	Points		
Fixed Fee Evaluation (Tab 1)	50	49.03	48.86
Service Evaluation Tab Point Total (Tab 2)	150	150	146.2
Total Scoring Points	200	199.03	195.06
Notes:	Fixed price fee	Upper Lakes is \$ 411.25 higher on total yearly cases purchased (5875) X fixed fee than Sysco	
	Market basket price		Sysco is \$10517.95 higher on market basket total dollars than ULF.
	Market basket fulfillment	Market basket stocking 25 out of 25 products = 100%	Market basket stocking 21 out of 25 products = 96.2%
	Commodity information	USDA additional storage: to be negotiated. No minimum requirement. Currently we can store for over 30 days with no fee. Shipped with regular deliveries.	USDA additional storage: will store product at the warehouse for 30 days. After 30 days a \$1.00 per case fee for every 30 days will be implemented. 15 case minimum. Shipped with regular deliveries.
	Rebate information	Rebate tracking available.	Rebate tracking available.
	Ordering guidelines	Minimum order 25 cases or \$500.00	Minimum order 15 cases.

We recommend awarding the primary food vendor bid to Upper Lakes Foods.

Based on the criteria:

1. Financially cheaper
2. Ability to stock products listed on our market basket.
3. Storage capability of our USDA direct diversion (brown box) commodities.

Kim Hinrichs

Director of Nutrition Services.

4/6/2023