

**ESTACADA SCHOOL DISTRICT
BOARD AGENDA
SUPPORTING DOCUMENT FOR ACTION ITEM**

Regular Meeting of October 9, 2024

ITEM : Food Service Vendor and Bid Awarded

PREPARED BY: Mike Waer

TYPE OF ITEM: ACTION ITEM

BACKGROUND INFORMATION:

Each year the Nutrition Services Department must acquire food vendors according to State procurement rules. SYSCO is the primary vendor that is chosen through an extensive bid process conducted through the Oregon Child Nutrition Coalition where the Estacada School District is a member along with many other Oregon school districts resulting in strong purchasing power. Produce vendors are selected separately to insure fresh and local items are offered to students. For the school year 2024-25 the Estacada School District conducted an informal Request for Bids with vendors for soliciting competitive rates. Selection criteria included total cost based on projected usage, products grown or produced locally, delivery timeframe, and customer service history.

Produce:

United Salad Company

FINANCIAL INFORMATION:

The District did budget for the payment out of the Food Service Fund in Special Revenue.

RECOMMENDATION: To approve SYSCO and United Salad Company as the Estacada School District's food vendors for School Year 2024-2025.