

**TO:** Board of Directors  
Region One Education Service Center

**SUBJECT:** **Region One Purchasing Cooperative Meal Catering and Services RFP 19-AGENCY-000047**

**DATE:** May 17, 2018

**ITEM 11:** Action

**BACKGROUND AND SIGNIFICANT ISSUES:** This request for proposal (RFP) allows the Region One Education Service Center, and its Purchasing Cooperative (ROPC) members, the opportunity to procure products and/or services that include, but not limited to, meal planning, meal service, box lunches, special events, outdoor events, working lunches, weekend events, delivery, meal set up, clean up, décor, tablecloths, and cloth napkins. Price lists and/or catalogs have been provided by each vendor and each cooperative member must conduct a cost or price analysis for the procurement of the specific goods and/or services being requested within the scope of services offered with this RFP. ROPC members are responsible for the selection of goods and services products available to meet their needs.

On May 2, 2018 the Region One Education Service Center Purchasing Department received four (4) responses to ROPC Meal Catering and Services RFP 19-AGENCY-000047. Proposals were evaluated to select the best qualified vendors based on the established criteria. The tabulation and evaluation summary is enclosed. Four (4) vendors are being recommended for award. Vendors recommended for awarded had complete request for proposal submissions with an evaluation score of 70 or greater. The term of this proposal is effective June 1, 2018 through August 31, 2019, with the option to extend up to three (3) additional one-year periods, or through August 31, 2022 if parties are in agreement.

**RELATED GOAL:** To assist the ESC and its cooperative members in Region One and other school districts, charter schools, and governmental entities throughout the State operate more efficiently and economically (TEC §8.002).

**COST AND FUNDING SOURCES:** Region One Education Service Center programs and its cooperative members order products and/or services directly through the awarded vendor(s). There is no membership fee paid by members to join the ROPC. Of the total net invoice amounts on all services performed under this proposal, a flat fixed service fee rate of \$0.0100 cents on each \$1.00 dollar of total sales made through this contract paid to Region One ESC.

**EXECUTIVE DIRECTOR'S RECOMMENDATION:** Recommend approval of the Region One Purchasing Cooperative Meal Catering and Services RFP 19-AGENCY-000047 to the following vendors: *Coastal Deli, Inc. dba Jason's Deli*, Corpus Christi, TX; *EPL Ventures dba El Pollo Loco*, McAllen, TX; *JJRGV Holdings, LLC dba Jimmy John's Gourmet Sandwiches*, Edinburg, TX; *Mario's Banquet and Conference Center*, Mission, TX.

Respectfully submitted,



Dr. Cornelio Gonzalez  
Executive Director

**Staff Person(s) Responsible:** Connie Lopez, CPA, Deputy Director  
Amanda Galvan, Finance Director  
Lori A. Ramos, Purchasing Coordinator  
Kristina Carrizales, Purchasing Specialist  
Marc David García, Purchasing Specialist

**Region One Purchasing Cooperative  
Meal Catering and Services  
RFP 19-AGENCY-000047**

**Action Taken**

\_\_\_\_\_ made a motion to approve the Region One Purchasing Cooperative Meal Catering and Services RFP 19-AGENCY-000047 to the following vendors:  
*Coastal Deli, Inc. dba Jason's Deli*, Corpus Christi, TX; *EPL Ventures dba El Pollo Loco*, McAllen, TX; *JJRGV Holdings, LLC dba Jimmy John's Gourmet Sandwiches*, Edinburg, TX; *Mario's Banquet and Conference Center*, Mission, TX.

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**Seconded by:** \_\_\_\_\_

**Vote:** \_\_\_\_\_