

Purchase Request #2
Regular Board Meeting February 28, 2017
Consideration of Approval to Purchase
Starbucks Branded Solutions' Products and Equipment

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve the purchase of Starbucks Branded Solutions' products and equipment from Starbucks Coffee Company for the Food Services department.

BACKGROUND

The previous food service provider for the District, sold "We Proudly Brew Starbucks" products at the Spring Creek Campus. The Board of Trustees approved the mutual termination of the food service contract on October 25, 2016 and food service operations were brought in-house. In addition to resuming service of Starbucks products at the Spring Creek Campus, the District will begin serving Starbucks on the Central Park campus.

Reference number (REF) 4060 was issued to track the volume of spend of Starbucks Branded Solutions products and equipment. Tracking of spend volume on reference numbers is accomplished through the Purchasing Department's eProcurement system. The system is set to automatically notify the contract owner when 85% of the approved expenditure is reached, which triggers the contract owner to analyze current and future spend.

Starbucks Coffee Company is a sole source provider of Starbucks Branded Solutions and is exempt from competitive bidding per Section 44.031(j) of the Texas Education Code.

IMPACT OF THIS ACTION

Serving Starbucks Branded Solutions products on campus will encourage students to stay on campus between classes and provide additional food service offerings for students and staff.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization for \$60,000 which is already budgeted in the Food Service departments' 2016-2017 Auxiliary Services operating budget for the products and services described and in accordance Board Policy CF (Local) and Texas Education Code Section 44.031.

MONITORING AND REPORTING TIMELINE

The term of contract is March 1, 2017 through August 31, 2017.

RESOURCE PERSONNEL

Ken Lynn

Acting VP of Administrative Services

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