





## NORTH SLOPE BOROUGH SCHOOL DISTRICT

### MEMORANDUM

**TO:** Robyn Burke, President  
Members of the Board

**THROUGH:** David Vadiveloo, Chief School Administrator/Superintendent   
Dsv

**FROM:** Bernadette Fischer, Maintenance & Operations Director   
BF

**DATE:** April 27, 2023

**SUBJECT:** **Purchase Over \$10K –** **Memo No. SB23-176**  
**FY24 Foods Service Food Supply Bid** **(Informational Item)**

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#### **NSBSD Policy Manual:**

BP 3300, Expenditures/Expending Authority: The Superintendent or designee may purchase supplies, materials, and equipment in accordance with the law. The Superintendent or designee shall not authorize any proposed expenditure that exceeds the major budget classification allowance against the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget for transfer.

BP 3311, Bids: The District shall purchase equipment, supplies and services on a competitive bidding basis when required by law and whenever it appears to be in the best interest of the district to do so. All purchases in the amount of \$20,000 or more shall be based when possible on three competitive bids. The Superintendent or designee shall establish procedures to ensure that formal advertised bids are solicited for purchases over \$50,000.

BP 3312, Contracts: All contracts and Memorandums of Agreement with a dollar value of \$10,000 or greater must be approved by the School Board.

BP 3440, Inventories: The Superintendent or designee shall provide for the proper control and conservation of district property.

#### **Issue Summary:**

NSBSD Maintenance & Operations solicited bids for the FY24 Dry/Canned/Frozen/Fresh/Non-Food Product supplies as well as fresh fruit and vegetables for the school nutrition program. The deadline for receipt of proposals was on or before April 7<sup>th</sup>, 2023. The solicited contract term was July 1, 2023 through June 30, 2024.

NSBSD received one bid in response to the solicitation. Sysco Alaska bid \$2,754,537.06 for freeze/chill & dry goods contract. DiTomaso's Sysco bid \$112,255.65 for the fresh fruit and vegetable contract for FY24.

#### **Grant Funds:**

The school nutrition program is funding by federal grant funds. Compliance with federal requirements was demonstrated by requirement to submit certifications with regard to lobbying, debarment and suspension within the bid package. Food service supplies were solicited for all NSBSD communities.

**Funding Source and Contract Amount:**

Contract amount to Sysco Alaska in the amount of \$2,754,537.06

Contract amount to DiTomaso’s Sysco in the amount of \$112,255.65

\$2,754,537.06 for freeze/chill & dry goods and \$112,255.65 will be prepaid in FY23 and coded to inventory 255.000.000.000.650 then allocated to FY24 Fund 255 Food Service. These allocations will be made to the following account codes:

- 255.490.790.000.459
- 255.480.790.000.459
- 255.470.790.000.459
- 255.460.790.000.459
- 255.450.790.000.459
- 255.440.790.000.459
- 255.430.790.000.459
- 255.300.790.000.459

**Term of Contracts:**

One year - July 1, 2023 through June 30, 2024

**Proposed Motion:**

No motion is required. This is an informational Item as the purchases of supplies, materials, and equipment are within the discretion of the Chief School Administrator or designee.

Signature: DS Vadiveloo  
DS Vadiveloo (May 3, 2023 18:55 AKDT)

Email: david.vadiveloo@nsbsd.org

Signature: B. Fischer  
Bernadette Fischer (May 3, 2023 22:03 AKDT)

Email: bernadette.fischer@nsbsd.org