

**Denton Independent School District**  
**RFP #1909-15-C Food, General Grocery Items & Catering Services**

July 27, 2021

**SUMMARY:**

This item requests approval of RFP #1909-15-C Food, General Grocery Items & Catering Services.

**BOARD GOAL:**

Growth & Management - Demonstrate effective and efficient management of district resources

**PREVIOUS BOARD ACTION:**

RFP #1909-15 Food, General Grocery Items & Catering Services was originally awarded on October 22, 2019, for a term of two years through October 31, 2021, with the option to extend for two (2) additional one-year terms through October 31, 2023.

RFP #1909-15-B Food, General Grocery Items & Catering Services was originally awarded on January 14, 2020, for a term through October 31, 2021, with the option to extend for two (2) additional one-year terms through October 31, 2023.

**BACKGROUND INFORMATION:**

This proposal was issued on April 24, 2021. Two hundred and seventeen (217) vendors were notified of this proposal. Responses were received from six (6) vendors on June 28, 2021. This proposal establishes an approved list of vendors to be used to purchase various commodities from local restaurant and grocery vendors. This proposal is EDGAR compliant for purchases using a federal funding source.

**SIGNIFICANT ISSUES:**

The District has a wide range of needs for various commodities from local restaurant and grocery vendors. All purchases will be made on an "as needed" basis.

**FISCAL IMPLICATIONS:**

The cost will be borne by the appropriate department or campus fund.

**BENEFIT OF ACTION:**

Passage will allow the District to build its base of vendors who can provide various commodities from local restaurants and grocery stores for current and future needs.

**SUPERINTENDENT'S RECOMMENDATION:**

It is recommended that the proposal be awarded to all responding vendors that submitted a complete RFP response and met the scope of the RFP. The term of this contract, upon governing body approval, shall be for a period from date of award through October 31, 2022, with an option to auto-renew for one (1) one-year extension. The final expiration date would be October 31, 2023.

**STAFF PERSONS RESPONSIBLE:**

Scott Niven, Deputy Superintendent  
Vicki Garcia, Executive Director of Financial Operations  
Dianna Casper, Director of Purchasing  
Cassandra Kay, Senior Buyer

**ATTACHMENT:**

RFP #1909-15-C Food, General Grocery Items & Catering Services Vendor Tabulation

**APPROVAL:**

Signature of Staff Member Proposing Recommendation: \_\_\_\_\_

Signature of Divisional Assistant Superintendent: \_\_\_\_\_

Signature of Superintendent: \_\_\_\_\_