



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: 11/15/2017

Purpose: Report Only Recognition Discussion/ Possible Action

From: Christina Welch, Director of Child Nutrition CW

Item Title: Discussion and possible action to approve the service agreement with SFSPac for the 2017-2018 school year not to exceed \$32,000.

Description:

Consent Item:

SFSPac provides a full service, food safety and sanitation program. The service includes delivery of cleaning and sanitation supplies, training, audits for chemical use and a monthly service report. The District will be utilizing the Texas 20 Purchasing Cooperative #2620-E1 and the contract amount is not to exceed \$32,000 for the 2017-2018 school year.

Recommendation:

The District is recommending to approve the service agreement with SFSPac for the 2017-2018 school year, the contract is not to exceed the amount of \$32,000.

District Goal/Strategy:

Strategy 6 We will promote and ensure a safe and secure learning environment for all students.

Funding Budget Code and Amount:

240-35-6299-00-xxx-899-000 - \$ 31,248.12

CFO Approval

[Handwritten signature]

APPROVED BY:

SIGNATURE

DATE

Chief Officer:

[Handwritten signature]

10/27/17

Superintendent:

[Handwritten signature]

11-9-2017



Division of PortionPac Chemical Corp.

PortionPac Chemical Corporation
400 N Ashland Avenue
Chicago IL 60622
(800) 289-7725 x 5703

South San Antonio ISD : San Antonio, TX Child Nutrition Department Service Agreement

SFSPac® shall deliver a complete food safety & sanitation system, including education, just-in-time delivery of detergents and accessories, and HACCP verification from November 01, 2017 to May 31, 2018.

SFSPac Food Safety & Sanitation System

SERVICE

SFSPac® is a complete system of food safety and sanitation for your district-not a detergent delivery service. Our service model distinguishes our program from all others.

- + You will be notified of all service visits and activities with a pre-visit notification.
- + Your service representative will visit on a 30-working-day rotation.
- + Site visits include education, support, and routine checks as well as on-the-spot corrective action as part of our HACCP verification service.
- + SFSPac's certified Food Safety Specialists are certified ServSafe® instructors and proctors and participate in a Factory Certification program that includes OSHA, HACCP and SNA Level 1 curriculum.
- + Hazardous Materials Audits in each facility assess liability as part of a Hazardous Communication Plan.

After each service call, service reports detailing areas of success and concern are sent electronically to the Child Nutrition Director within 48 hours. Reports include date, service duration, education provided, services provided, corrective action taken, and results of the HACCP verification and compliance check.

EDUCATION

With our ongoing education, your team receives the support they need to succeed. We conduct food safety and sanitation education at every site visit. Educational material can be used between visits and for new hires:

- + An Education Module Calendar based on OSHA Guidelines, ServSafe and HACCP principles. Education Module topics include proper hand washing; sanitizing techniques; food safety; temperature logs; calibrating thermometers and record keeping.
- + An SFSPac® Procedure & Reference guide that provides standard operating procedures, product mixing and use instructions, SDS, sanitizer logs and equipment cleaning procedures.
- + Instructional posters including proper mixing, sanitizer testing, proper hand washing, manual ware washing and proper dining table cleaning.
- + SFSPac® educational videos on food safety and sanitation practices.
- + An online learning portal with cleaning procedures, cleaning modules, and quizzes to track progress.

MATERIALS

SFSPac® will provide environmentally preferred cleaning detergents, sanitation tools and education to help maintain proper levels of sanitation to the 13 sites in the district as required by the South San Antonio ISD Child Nutrition Department and the County Health Department.

SFSPac® liquid cleaning detergents are manufactured in America in pre-measured portion-controlled Pac® brand pouches. Package labeling has clear dilution and use instructions in English and Spanish. Detergents dilute instantly in hot or cold water, make an effective cleaning solution which leaves no film or residue, and will not stain or discolor equipment when used at recommended proportions. SFSPac® cleaning detergents are biodegradable, butyl free, acid free, phosphate free and carcinogen free. SFSPac® cleaning detergents are Green Seal™ certified or are in the process of seeking certification under available protocols. A full materials list is attached.

WAREWASH PROGRAM

SFSPac® will provide a total closed-loop dish machine chemical program including de-liming agents. Wall charts and technical bulletins will be provided and posted at each site. State-of-the-art digital dispensing allows for accurate and efficient chemical performance. All equipment is loaned at no charge to the district.

Upon installation of the equipment, all staff will receive in-service education on equipment, proper operation and maintenance of the dish machine. Site-based education will be performed on proper racking, de-liming, appropriate workflow, sanitary loading and unloading and maintenance checkpoints.

AGREEMENT TERMS

This agreement, from November 01, 2017 to May 31, 2018, may be extended at the discretion and consensus of both parties. The price for the program, based on average daily participation (ADP), includes delivery of the specified SFSPac® Food Safety & Sanitation System on a set cost basis as specified in the 2013 Purchasing Coop Cooperative Purchasing Agreement.

- + Cost increases or decreases are based on the Cooperative Purchasing Agreement but may not exceed 5% unless this contract is renegotiated.
- + Service billings are based on 7 equal installments on the 1st day of each month from November 01, 2017 through May 31, 2018.
- + Any Child and Adult food care programs (CAFPC) will be billed separately.
- + Sites with year-round calendars or summer feeding programs will be billed at a prorated monthly rate.

13	Sites	\$3,124.81	Monthly Billing Amount
7	Billings	\$21,873.67	Annual Billing Amount

TERMINATION

Either party may terminate this agreement with 60 days written notice. If either party breaches its material obligations and fails to cure the breach within 15 days of receiving written notice, the agreement may be terminated. All materials, dispensers, accessories and instructional charts that are provided as part of this program remain the property of PortionPac® Chemical Corp. and may be removed if the program is cancelled.

Billing and Remittance

All billings will be from PortionPac Chemical Corporation, unless otherwise notified. Remittance should be made payable to: PortionPac Chemical, Dept 20-7031, P.O. Box 5997, Carol Stream, IL 60197-5997.

Christina Welch

South San Antonio ISD
Authorized Signature

Printed Name

Date



Bernard Mendez

October 12, 2017

PortionPac Chemical Corporation Representative
Authorized Signature

Printed Name

Date

MATERIALS ATTACHMENT

The below SFSPac® materials will be provided along with industry-leading cleaning education and HACCP verification:

SFSPac Sanitizer/17
SFSPac Degreaser
SFSPac All Purpose Cleaner/5
SFSPac Sanitation & Safety Service
MyTerra Hand Wash Foam (1000ml 8/Case)
My Terra Wash
SFSPac pH Neutral Germicidal Cleaner SFS20N
Stokolan Hand&Body 1000ml (4/case)
SFSPac Pot & Pan Detergent - 12 Gal
My Terra Rinse HW
My Terra DfE Lime Safe
MyTerra Handcare Program Dispenser