



## MEMORANDUM

TO: Shawn Pratt, Superintendent

FROM: Laura Duree, Director of Purchasing

DATE: April 21, 2025

RE: RFP2024-12-635 Catering, Fast Food, Food Trucks, Restaurants, and Refreshments

---

The above referenced solicitation was advertised on December 22, 2024, and December 29, 2024. Vendors were required to submit responses by March 24, 2025, at 2:00 P.M. to be considered for this board recommendation. Bid notifications were sent to all registered vendors with commodities regarding Catering, Fast Food, Food Trucks, Restaurants, and Refreshments via the purchasing e-Bidding site.

Three (3) proposals were submitted, opened, and evaluated with the results detailed in the attached Evaluation Summary. It is recommended to award vendors in the attached Award Summary based on the best value to the district. Purchases are to be made on a "comparison basis" utilizing individual vendor rates and discounts. This will allow campuses and departments to determine the best value for purchases throughout the year.