

Board Advisory Memo

Date: 07/22/15
To: All Board Members
From: Penny Elliott Nutrition Service Director
Subject: 2015-16 Milk Products RFP Award

Recommendation: Award of the 2015-16 the Milk Products RFP to Medosweet Farms

One bid was received for the combined Milk Products RFP number D20152016 opened on July 16, 2015. School Districts involved in this combined member bid were Dayton, Lake Oswego, McMinnville, Newberg, Sheridan, Sherwood, Tigard-Tualatin, Willamina and Woodburn.

Our school district is a member of this group and was listed as a purchaser on the RFP.

Only Medosweet Farms responded to the Milk and Dairy Products RFP. They submitted a complete and correct response. They are both a responsible and responsive bidder.

The award score was the following:

Signed proposal, pass/fail - the proposal was signed

Experience, past performance, references - references were provided, they are the existing provider so the district's have personal experience with the reference factors - 25 points

Proposed Cost - they were the only bidder - 45 points

Evaluation of qualifying information answers - all questions were answered satisfactorily - 30 points

The RFP results were reviewed and approved on July 21, 2015 by Nutrition Services Directors of the involved districts and by Nutrition and Food Service Consultant Janet Beer who was contracted to facilitate the RFP process for the member districts.

This bid meets the State and Federal purchasing requirements for milk products.

Approval motion: I recommend the District award the 2015-2016 Milk Products RFP to Medosweet Farms.