

School Board Meeting:

February 21, 2013

Subject:

Call for Proposal –
Food Service Primary Vendor

Presenter:

Gary Kawlewski, Marilyn Splinter

SUGGESTED SCHOOL BOARD ACTION:

Board approval to call for proposals for primary vendor for the school meals programs.

DESCRIPTION:

The food service primary vendor agreement with Upper Lakes Foods ends June 30, 2013. The district needs to conduct a primary vendor proposal to determine the vendor for the coming school year.

The primary vendor contract is determined through a sealed proposal process. The primary vendor agreement is a fee for service contract. The proposal is for the fee the broadline distributor, such as Upper Lakes Food, Sysco, Indianhead or Reinhart, will charge the district to deliver designated items to the specified location within the agreed upon time frame.

The agreement is for twelve months with an option of up to four twelve-month extensions.

The primary vendor agreement is utilized, in addition to, the Minnesota School Food Service Buying Group, to effectively purchase 90% of the food for the school meals program. The Buying Group conducts a sealed bid process, through a joint powers agreement with Anoka-Hennepin School District, to secure the price for schools from the manufacturer. The Buying Group's bid price plus the primary vendor fixed fee equals the district's invoice cost.

Attachments:

RFP documents