

INDEPENDENT SCHOOL DISTRICT NO. 709
Duluth Public Schools
4316 Rice Lake Rd Suite 108
Duluth, Minnesota 55811
218.336.8738

MEMORANDUM

TO: Simone Zunich, Executive Director of Business Services
FROM: Cathy Holman, Purchasing Coordinator
SUBJECT: BID – 1317 Food Requirement
DATE: March 20, 2023

Bids for Food Requirements were advertised in the Duluth News Tribune and sent to three (3) providers of food products and service

One response was received from Upper Lakes Food.

No other companies responded prior to the Bid opening, one vendor submitted a late request to remain on the vendor list for consideration.

Distributors were asked to complete pricing on fifty-four (54) market basket items that would be purchased next year (FY24). This was to be used to determine who had the lowest price on those items we buy the most.

For budgeting purposes, the estimated purchasing cost of groceries is \$44,000 weekly. Actual purchasing weeks are approximately forty-eight (48).

Upper Lakes Foods total: **\$561,513.38.**

The estimated value of this bid is \$2,112,000.00.

The recommendation of Sheila Oak, Child Nutrition, is to award Upper Lakes Foods Bid #1317 for the term of 7/1/23 through 6/30/24.