

WICHITA FALLS ISD BOARD OF TRUSTEES
May 16, 2016

Agenda Item:	Food Service Paper Products/Warehouse, Bid #16-37
Administrator Responsible:	Jan Arrington, Chief Financial Officer
Attachments:	Summary Report Available in Superintendent's Office
<input checked="" type="checkbox"/> Action Needed <input type="checkbox"/> For Discussion <input type="checkbox"/> Information <input type="checkbox"/> Report	

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees award **Bid #16-37**, (Food Service) Paper Products/Warehouse to various vendors as listed below and as submitted by Jan Arrington, Chief Financial Officer, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
C.D. Hartnet	Ft. Worth, TX	\$144,024.00
Labatt Food Svc	Dallas, TX	\$ 36,235.50
Sysco West Texas	Lubbock, TX	\$ 18,118.00
Central Poly-Bag Corp.	Linden, NJ	\$ 14,369.75
Pollock Paper	Grand Prairie, TX	\$ 8,971.00
Interboro Packaging Corp.	Montgomery, NY	\$ 2,790.60
Calico Industries, Inc.	Annapolis Junction, MD	\$ 400.50
Total		\$224,909.35

Explanation

Bids pertaining to the purchase of Food Service Paper Products/Warehouse were emailed to twenty-seven (27) vendors, nine (9) responded. The bid was advertised twice in the *Times and Record News* and listed on Public Purchase website and access through the WFISD website. Denise Brown, Director of Food Service and the Purchasing Department evaluated this bid and recommended accepting the low bid that met specifications and is the best value to the district.

Last year's bid award was for \$288,301.70, a 22% decrease from the previous year. WFISD Food Service is continuing its efforts to reduce water usage through the use of paper goods.

Fiscal Note:

The total expenditure was as anticipated and will be funded by the Food Service budget. This purchase exceeds \$100,000 and requires Board of Trustees approval per policy, CH Local.