

Denton Independent School District
RFP #2209-15 Food, General Grocery Items & Catering Services
February 28, 2023

SUMMARY:

This item requests approval of RFP #2209-15 Food, General Grocery Items & Catering Services.

BOARD GOAL:

Growth & Management - Demonstrate effective and efficient management of district resources

PREVIOUS BOARD ACTION:

Award #1 of RFP #2209-15 Food, General Grocery Items & Catering Services was awarded on September 27, 2022. The second award of RFP #2209-15 Food, General Grocery Items & Catering Services was awarded on December 13, 2022.

BACKGROUND INFORMATION:

This proposal was issued on August 20, 2022. Two hundred and sixty-two (262) vendors were notified of this proposal. Responses were received from twelve (12) vendors on September 13, 2022, and from five (5) vendors on December 13, 2022. An additional three (3) responses were received for Award #3. This proposal establishes an approved list of vendors to be used to purchase various commodities from local restaurant and grocery vendors. This proposal is EDGAR compliant for purchases using a federal funding source.

SIGNIFICANT ISSUES:

The District has a wide range of needs for various commodities from local restaurants and grocery vendors. All purchases will be made on an "as needed" basis.

FISCAL IMPLICATIONS:

The cost will be borne by the appropriate department or campus fund.

BENEFIT OF ACTION:

Passage will allow the District to build its base of vendors who can provide various commodities from local restaurants and grocery stores for current and future needs.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the proposal be awarded to all responding vendors that submitted a complete RFP response and met the scope of the RFP. The term of this contract, upon governing body approval, shall be for a period from date of award through August 31, 2023, with an option to auto-renew for four (4) one-year extensions. The final expiration date would be August 31, 2027.

STAFF PERSONS RESPONSIBLE:

Cindy Willis, Director of Purchasing
Vicki Garcia, Executive Director of Financial Operations
Cassandra Kay, Senior Buyer

ATTACHMENT:

RFP #2209-15 Food, General Grocery Items & Catering Services Vendor Tabulation

APPROVAL:

Signature of Staff Member Proposing Recommendation: _____

Signature of Divisional Assistant Superintendent: _____

Signature of Superintendent: _____