

# **Livonia Public Schools**

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## ***Business Services Office***

Date: October 29, 2013

To: Randy Liepa, Ph.D., Superintendent

From: Lisa Abbey, Director of Business Services

Re: Food Service Kitchen Equipment

We would like to discuss the food service kitchen equipment bid at the Monday, November 4, 2013 Finance Committee meeting. Please see the attached memo from the Food Service Director recommending the lowest responsible bidder. Also note the resource for this purchase will be the Food Service Fund. Please let me know if you have any questions. Thank you.

LA/kp

Attachments

# FOOD SERVICE

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Livonia Public Schools

Memorandum

TO: Lisa Abbey, Director of Business Services

FROM: Kristen Hennessey, Director of Food Service  
Pat Schuchardt, Assistant Supervisor of Food Service

DATE: October 25, 2013

SUBJECT: Kitchen Equipment Bid

During the last two years the Livonia Food Service Department has worked on a plan for upgrading equipment at all of the schools. This Request for Proposal (RFP) will upgrade service, cooking and refrigeration equipment. Currently, Stevenson and Franklin High Schools are in need of serving equipment. Stevenson only has large counters that have no built-in heating or cooling units. In addition, there needs to be a replacement of an oven and a two door reach-in refrigerator. Both of these units are in poor shape and cannot be fixed. Franklin's cafeteria has one side with proper serving equipment and one side with only a counter for service. The serving line upgrades at both schools ensure safe food temperatures, better serving ability and options for continual menu upgrades. Frost Middle School has a minimal need for pan storage racks.

The RFP was developed by Ray Raymond, Administrator of Operations and our department. It was published on October 2, 2013 on the Bid for Michigan Website, Livonia Public Schools website and sent out to area vendors. On October 21, 2013 the Food and Nutrition Department received seven bid responses for the kitchen equipment for the following schools: Stevenson, Franklin High Schools and Frost Middle Schools. The public bid opening on the same day was attended by Kristen Hennessey, Ray Raymond and Nick Armelagos, Administrator of Finance.

All submitted bids had the disclosures as required by the RFP. One company submitted alternative manufacturers for the bid which will not work with purchases we have made in the past. Five companies were Michigan based and two were New York State based. Attached is the summary of the results.

We reviewed the bids as a sole provider and as individual purchases. The result was that Great Lakes Hotel Supply and Bells & Sons that had lowest pricing. The savings to do individual purchases was a total amount of \$414.00. To capitalize on this savings it would mean we would split the purchase of serving equipment that could run into delivery, color and connection issues.

The bid includes shipping, delivery and uncrating. We will be responsible for the connection and electrical portion of the equipment installation.

It is our recommendation that the bid be awarded to Great Lakes Hotel Supply with the lowest responsible bid of \$75,080.00 and as sole provider.

The Food Service Fund ended FY13 with a \$131,100.00 operating surplus that contributed to the ending fund balance of \$737,907.00. Based on these numbers we believe there is sufficient fund balance to pay for this equipment.

#### Attachment

c: Nick Armelagos  
Ray Raymond

Name of Bidder	Gold Star Oakpark, MI	Stafford/Smith Ferndale, MI	Culinary Depot NY	Sam Tell & son NY	Great Lakes, Detroit MI	Michigan Restaurant Services	Bell & Sons, Redford MI
Item #1-Cold Pan Serving Counter-2- SHS	\$15,351.07	\$14,816.00	\$16,488.20	\$15,868.66	\$14,312.00		\$14,548.00
Item #2- Utility Serving Counter-2- SHS	\$9,713.74	\$9,401.00	\$10,313.48	\$9,367.90	\$9,102.00		\$9,154.00
Item #3-Cashier Stands -2 - SHS	\$5,685.52	\$5,516.00	\$5,901.30	\$6,087.00	\$5,384.00		\$5,324.00
Item #4- Convection Oven-SHS	\$7,557.00	\$7,366.00	\$7,475.04	\$7,859.98	\$7,350.00		\$7,545.00
Item #5- Reach in Refrigerator-1- SHS	\$4,523.36	\$4,441.00	\$4,308.57	\$0.00	\$3,876.00		\$4,083.00
Item #6- Bun Rack-1 SHS	\$498.28	\$591.00	\$318.55	\$338.96	\$370.00		\$219.00
Item #7- Cold Pan Serving Counter-1- SHS	\$6,933.89	\$6,716.00	\$7,268.59	\$7,028.92	\$6,353.00		\$6,427.00
Item #8- Cold Pan Serving Counter-1- SHS	\$7,824.50	\$7,566.00	\$8,244.10	\$7,954.33	\$7,156.00		\$7,274.00
Item #9- Cashier Stand-1- SHS	\$2,991.70	\$2,916.00	\$2,950.65	\$3,063.50	\$2,692.00		\$2,672.00
Item #10 Cold Pan Serving Counter- 1- FHS	\$7,824.58	\$7,566.00	\$8,244.10	\$7,954.33	\$7,156.00		\$7,274.00
Item #11-Utility Serving Counter-2- FHS	\$11,142.48	\$10,816.00	\$11,818.40	\$11,797.18	\$10,589.00		\$10,536.00
Item #12- Bun Rack-2- Frost	\$698.68	\$866.00	\$318.55	\$677.92	\$740.00		\$438.00
Total	\$80,744.80	\$78,577.00	\$83,649.53	\$77,998.68	\$75,080.00	\$87,332.00	\$75,494.00
Individual Bid Items							
Total Bid Package							
Iran Economic Sanctions Act Statement	x	x	x	x	x	x	x
Familial Disclosure Statement	x	x	x	x	x	x	x
Equal Opportunity Statement	x	x	x	x	x	x	x
Vendor Profile - Client Contacts	x	x	x	Not Complete	x	x	x
Comments:		Need Client Contacts	#12 only bid one			Bid Alternative Manufacturers	