

Purchase Request # 2
Regular Board Meeting August 28, 2018
Consideration of Approval to Purchase Food
Products and Supplies

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve the purchase of food products and supplies from Sysco Foods of Dallas for Culinary Arts and Food Service and Catering.

BACKGROUND

Sysco Foods is a full-line provider of food products and supplies and has been providing these goods for Culinary Arts for several years and for Food Services the past two years. Sysco has successfully fulfilled all orders and delivery is reliable.

Invitation to bid (ITB) Number 4176 was issued to procure food products and supplies. Two (2) responses were received and evaluated by the Dean of Academic Affairs & Workforce Programs and the Director of Auxiliary Services who determined the bid submitted by Sysco Foods of Dallas would provide the best value to the College.

IMPACT OF THIS ACTION

Food products and supplies are needed for Culinary Arts classroom instruction and for the Food Service Department to provide catering for events and retail food sales for students, faculty, staff and visitors.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization for \$1,476,000.00 for three (3) years, which is budgeted in the Culinary Arts and Food Service departments' FY19 operating budget and subsequent year's budgets subject to Board approval for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

MONITORING AND REPORTING TIMELINE

The term of contract will be three (3) years beginning October 1, 2018 through September 30, 2021.

ATTACHMENTS

Attachment 1 – Tabulation

RESOURCE PERSONNEL

Ken Lynn

Chief Financial Officer

972-758-3831