

**BEMIDJI AREA SCHOOLS
BEMIDJI, MINNESOTA**

DATE: APRIL 18, 2022

TO: BOARD OF EDUCATION

FROM: KRISI L. FENNER, CPA, DIRECTOR OF BUSINESS SERVICES

SUBJECT: PRIME VENDOR CONTRACT AWARD RECOMMENDATION

COMMENTS:

Bids were solicited for a primary vendor of food products for the 2022-2023 school year. The primary vendor contracts to act as a full service vendor for all fresh, frozen, and dry food products with an estimated annual purchase cost of \$1,300,000.00. PFG Twin Cities was the only vendor to submit a proposal. The district has already been working with PFG as an emergency distributor since our primary food supplier dropped our contract last fall.

The submitted bid meets the criteria required for delivery schedule, product needs, and pricing agreements and it is the recommendation of administration that PFG Twin Cities be awarded the prime vendor contract for the 2022-2023 school year with an option to extend the contract up to four additional years.

SUGGESTED ACTION:

The motion was made by _____, seconded by _____, and carried (_____) that the PFG Twin Cities be awarded the Prime Vendor Contract for the 2022-2023 school year with the option to extend the contract up to four additional years.