

**Purchase Request #11**  
**Regular Board Meeting, January 24, 2017**  
**Consideration of Approval of Additional**  
**Funds for Food Products and Supplies**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve the expenditure of additional funds for the purchase of food products and supplies from Sysco Foods of Dallas for Culinary Arts and Food Services.

**BACKGROUND**

Sysco Foods of Dallas has been providing products and supplies to Culinary Arts for approximately eight (8) years. With the newly established Food Services department, the approval of additional expenditures for food purchases is needed to provide food services at the Spring Creek, Preston Ridge and Central Park Campuses and to continue providing products for Culinary Arts.

An invitation to bid (ITB) Number 3852 was issued in August 2015 to procure food products and supplies for Culinary Arts. The Board approved a contract with Sysco Foods of Dallas in September 2015.

**IMPACT OF THIS ACTION**

The approval of additional expenditures for the procurement of food products and supplies will allow the District's Food Services to provide service at Spring Creek, Preston Ridge and Central Park campuses for students, faculty and staff and to continue providing products needed for the Culinary Arts.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

In September 2015, the Board approved an estimated expenditure of \$150,000.00 for food products and supplies to be purchased by Culinary Arts. This request would increase the total amount approved by \$480,000.00 to a total of \$630,000.00. The additional expenditures are for purchases by Food Services through the end of the contract term. This expenditure will be funded by Culinary Arts and Food Services 2016-2017 operating budgets and subsequent year budgets, subject to Board approval.

**MONITORING AND REPORTING TIMELINE**

The contract term is October 1, 2015 through September 30, 2018.

**RESOURCE PERSONNEL**

Ken Lynn

Acting VP of Administrative Services/CFO

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