

Board Meeting Date:	June 18, 2018
Solicitation No.:	RFP 18-049MH
References:	Scalable Systems
Description:	<p>Bread, Bread Products, and Related Items</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the purchase of bread, bread products, and related items from Kurz & Co. in an amount not to exceed \$400,000 annually, and authorization for the Superintendent to negotiate and execute the four-year contract.</p> <p><u>Summary</u></p> <p>On March 8, 2018, FBISD released RFP18-049MH soliciting proposals to establish a contract for the purchase of bread, bread products, and related items for the Child Nutrition Department. This bid covers bread items purchased on a weekly basis by the campuses, Catering Department, and concessions that are necessary to prepare and serve meals to the students and customers of FBISD. FBISD Child Nutrition reserves the right to request pricing from the vendor throughout the term of the contract for new products that we would like to introduce into the menu.</p> <p><u>Background</u></p> <p>Expenditures for 2016-17 were \$311,401. Year to date expenditures for 2017-18 are \$246,486. Expenditures will not exceed \$400,000 annually over a four-year period. This amount is greater than historical and current expenditures because of the addition of campuses and anticipated increase in participation. The amount is included in the departmental budget.</p>
Requested By:	Steven Bassett, Chief Financial Officer
Vendor(s):	Kurz & Co.
Budget Sources:	Child Nutrition Fund
Amount:	Not to exceed \$400,000 annually over four years
Other Supporting Information	
Number of vendors contacted by Purchasing:	1
Number of vendors contacted by FBISD Notification System:	618
Number of vendors downloaded the solicitation:	64
Number of responses received:	1
Number of "no bid" responses received:	0
Length of commitment:	Four year contract

Last solicitation date:	April 11, 2013
Supporting documents:	Evaluation Criteria and Rubric
Disclosure under Board Policy CH, CV, or DBD (Local):	None

Evaluation Summary
RFP 18-049MH
Bread, Bread Products and Related Items
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#	Vendor	Purchase Price (15 pts. max)	Reputation of the Vendor and of the Vendor's Goods or Services (5 pts. max)	Quality of the Vendor's Goods or Services (25 pts. Max)	Extent to Which the Goods or Services Meet the District's Needs (20 pts. Max)	Vendor's Past Relationship With the District (5 pts. Max)	Long-Term Cost to the District to Acquire the Vendor's Goods or Services (15 pts. Max)	Vendor's Principal Place of Business is in the State of Texas, or Employs 500 People in this State. (N/A for Federal Funds)	Insurance Requirements (5 pts. Max)	Extent to Which the Vendor Agrees to Our Standard Form of Agreement (10 pts. Max)	The Impact on the Ability of the District to Comply With Laws and Rules Relating to Historically Underutilized Businesses (HUB) (N/A)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
1	Kurtz & Co.	15	5	24	19	5	6	N/A	5	10	N/A	89	1

RFP 18-049MH Bread, Bread Products and Related Items

Evaluation criteria:

Proposal shall be evaluated using the evaluation criteria listed below. Fort Bend ISD reserves the right to award contract as best meets the District's needs such as per section, groups, or all.

	Evaluation Criteria	Point System
1	<p>Purchase Price Offer a fair reasonable price for items to be procured by Fort Bend ISD. Pricing will be calculated using the Price Delivery Sheet in this document.</p>	15 points
2	<p>Reputation of the Vendor and of the Vendor's goods or services Vendor should have a solid reputation with other ISD's, Government or Collegiate entities that show a high level of customer service, a high level of quality of good or services. (References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.)</p>	5 points
3	<p>Quality of the Vendor's Goods or Services Vendor's products should be new and be of the highest quality with an option to substitute for a company branded item of equivalent quality.</p>	25 points
4	<p>Extent to Which the Goods or Services Meet the District's Needs</p>	20 points
5	<p>Vendor's Past Relationship With the District</p>	5 points
6	<p>Long-Term Cost to the District to Acquire the Vendor's Goods or Services</p>	15 points
7	<p>Vendor's Principal Place of Business is in the State of Texas, or Employs 500 People in this State.</p>	N/A
8	<p>Insurance Requirements: A copy of the Certificate of Liability Insurance and Waiver of Subrogation should be in your proposal.</p>	5 points
9	<p>Extent to which the vendor agrees to our Standard Form of Agreement embedded herein as Appendix A. By Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD.</p>	10 points
10	<p>The impact on the ability of the District to comply with laws and rules relating to Historically Underutilized Businesses (HUB).</p>	N/A
	<p>TOTAL</p>	100 points