

Board Meeting Date:	April 16, 2018
Solicitation No.:	RFP 18-013MH
References:	Board Goal 1
Description:	<p>Large Kitchen Equipment</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the procurement of large kitchen equipment for the Child Nutrition Department from Coolers, Pasco, ISI Commercial, Ace Mart, Mission Restaurant, Kitchen Resources, Stafford-Smith and El Campo Refrigeration in an amount not to exceed \$2,000,000 over the four year contract term, and authorization for the Superintendent to negotiate and execute the agreements.</p> <p><u>Background</u></p> <p>FBISD released RFP 18-013 in November 2017 requesting pricing for large kitchen equipment utilized by the Child Nutrition Department. After reviewing the bids, and since not all vendors carry the brands or types of large kitchen equipment purchased, the Administration concluded that a multi-vendor award was the best option for this bid. FBISD has purchased equipment from many of the vendors listed and all of which have reputable references.</p> <p>The 2016-17 expenditures were \$20,176. The 2017-18 year to date expenditures are \$114,932. The estimated expenditure of \$2,000,000 over the next four years is budgeted in the Child Nutrition Department budget. This amount is higher than previous spending because we have significant deficiencies in our cafeterias. Staff submitted a list of deficiencies for possible inclusion in a future bond.</p>
Requested By:	Steven Bassett, Chief Financial Officer
Vendor(s):	Ace Mart, Coolers, El Campo Refrigeration, ISI Commercial, Kitchen Resources, Mission Restaurant, Pasco and Stafford-Smith
Budget Sources:	Child Nutrition Fund
Amount:	Not to exceed \$2,000,000 over four years
Other Supporting Information	
Number of vendors contacted by Purchasing:	8
Number of vendors contacted by FBISD Notification System:	500
Number of vendors downloaded the solicitation:	170
Number of responses received:	8

Number of “no bid” responses received:	3
Length of commitment:	Four years
Last solicitation date:	February 4, 2013
Supporting documents:	Evaluation Criteria and Rubric
Disclosure under Board Policy CH, CV, or DBD (Local):	None

Evaluation Summary

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Vendor	Purchase Price (25 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 (15 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)	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
ISI Commercial	25	5	15	19	5	14	N/A	0	5	N/A	88	1
Pasco	19	5	15	17	5	12	N/A	5	10	N/A	88	1
Ace Mart	23	2	15	15	5	11	N/A	5	10	N/A	85	2
Mission Restaurant	19	2	15	18	0	13	N/A	5	10	N/A	82	3
Kitchen Resources	20	5	15	20	0	15	N/A	0	5	N/A	80	4
Stafford-Smith	21	1	15	15	0	10	N/A	5	5	N/A	72	5
Coolers	10	2	15	10	5	10	N/A	5	10	N/A	67	6
El Campo	2	2	15	5	0	10	N/A	5	10	N/A	49	7

* Coolers only provided 5 out of 29 line items

* El Campo only provided 2 out of 29 line items

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Evaluation criteria:

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

	Evaluation Criteria	Point System
1	<p>Purchase Price</p> <p>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>	25 points
2	<p>Reputation of the Vendor and of the Vendor’s Goods or Services</p> <p>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 goods 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</p> <p>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>	15 points
4	<p>Extent to Which the Goods or Services Meet the District’s Needs</p> <p>Timely installations.</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> <p>Warranty, setup fee; maintenance or other fees</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>	0 points
8	<p>Insurance Requirements:</p> <p>A copy of the Certificate of Liability Insurance should be in your proposal.</p>	5 points
9	<p>Extent to which the vendor agrees to FBISD 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