

**EL DORADO COUNTY BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

**Meeting of
September 12, 2006**

AGENDA TITLE: Award Bid #07-393-010 Food Products and Kitchen Supplies
County-wide

DEPARTMENT: Chief Administrative Office	DEPT SIGNOFF:	CAO USE ONLY: C
CONTACT: Donna Cademartori, Sr. Buyer <i>BAC</i>		<i>Sept 12 83006</i>
DATE: 8/28/2006 PHONE: x5858		

DEPARTMENT SUMMARY AND REQUESTED BOARD ACTION:
Chief Administrative Office, Procurement and Contracts Division recommending your Board: (1) Award Bid #07-393-010 for Food Products & Kitchen Supplies; (2) Authorize the Purchasing Agent to issue four (4) blanket purchase orders to Strauss Foodservice of Placerville, CA in the amount of \$250,000.00, US FoodService of Reno, NV in the amount of \$225,000.000, Francis Distributing of Diamond Springs, CA in the amount of \$15,000.00 and Crystal Dairy Foods of South Lake Tahoe, CA in the amount of \$10,000.00 respectively; and (3) Authorize the Purchasing Agent to increase the blanket purchase orders on an "as needed" basis during the awarded period as long as funding is made available within the requesting department's budget.

CAO RECOMMENDATIONS: *Recommend approval. Laura A. Hill 9/1/06*

Financial impact? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Funding Source: <input checked="" type="checkbox"/> Gen Fund <input type="checkbox"/> Other
BUDGET SUMMARY:	Other: _____
Total Est. Cost _____ \$500,000.00	CAO Office Use Only:
Funding	4/5's Vote Required <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Budgeted _____ \$500,000.00	Change in Policy <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
New Funding _____	New Personnel <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Savings* _____	CONCURRENCES:
Other _____	Risk Management _____
Total Funding _____ \$500,000.00	County Counsel _____
Change in Net County Cost _____	Other _____

***Explain**

BOARD ACTIONS:

<p>Vote: Unanimous _____ Or _____</p> <p>Ayes: _____</p> <p>Noes: _____</p> <p>Abstentions: _____</p> <p>Absent: _____</p> <p><small>Rev. 5 04 ISKW001 Agenda</small></p>	<p>I hereby certify that this is a true and correct copy of an action taken and entered into the minutes of the Board of Supervisors</p> <p>Date: _____</p> <p>Attest: Cindy Keck, Board of Supervisors Clerk</p> <p>By: _____</p>
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***El Dorado County
Chief Administrative Office
Procurement and Contracts Division
Interoffice Memorandum***

August 28, 2006

TO: Board of Supervisors

FROM: Bonnie H. Rich *BHR*
Manager of Procurement and Contracts

SUBJECT: Award Bid #07-393-010 Food Products & Kitchen Supplies
County-wide

Recommendations: Chief Administrative Office, Procurement and Contracts Division recommending your Board: (1) Award Bid #07-393-010 for Food Products & Kitchen Supplies; (2) Authorize the Purchasing Agent to issue four (4) blanket purchase orders to Strauss Foodservice of Placerville, CA in the amount of \$250,000.00, US FoodService of Reno, NV in the amount of \$225,000.000, Francis Distributing of Diamond Springs, CA in the amount of \$15,000.00 and Crystal Dairy Foods of South Lake Tahoe, CA in the amount of \$10,000.00 respectively; and (3) Authorize the Purchasing Agent to increase the blanket purchase orders on an "as needed" basis during the awarded period as long as funding is made available within the requesting department's budget.

Reason for Recommendation: Procurement & Contracts Division issued an Invitation to Bid for various food commodities and kitchen supplies for both the east and west slope. The majority of all purchases will be for the institutional kitchens including both Jails, Juvenile Hall, Juvenile Treatment Center, Mental Health Outpatient and Psychiatric Health Facility, and for the Community Services Senior daycare.

The bid was structured to award one primary food vendor for each slope, and a secondary vendor by category for each slope. The primary food vendor is defined as bidder(s) that can bid all categories at 100%; the secondary food vendor is defined as bidder(s) that are not able to bid 100% of all categories, but can bid selected categories.

Due to smaller kitchens and the unique needs of the various departments, each ordering location will have the flexibility to select product from the "Prime" food vendor or the "Secondary" food vendor.

Twenty-four (24) Invitations to Bid were mailed, four (4) to local vendors; five (5) qualified responses were received, three (3) from local vendors. Attached are spreadsheets for your review.

Award Bid #07-393-010 Food Products and Kitchen Supplies

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Fiscal Impact: Purchases during the awarded period are budget under each department's services and supplies budget

Net County Cost: No change in net County cost.

Action to be Taken Following Approval: Following Board approval, Procurement and Contracts will issue four blanket purchases orders to Strauss Foodservice in the amount of \$250,000.00, US FoodService in the amount of \$225,000.00, Francis Distributing of Diamond Springs in the amount of \$15,000.00 and Crystal Dairy Foods in the amount of \$10,000.00.

Evaluation		Strauss Foodservice Placerville CA		Francis Distributing Diamond Springs CA	
		Distribution Bid Price	Evaluation	Distribution Bid Price	Evaluation
Category I	Groceries, Dry & Canned	10%	\$ 27,500.00	15%	\$ 28,750.00
Category II	Frozen Foods	10%	\$ 27,500.00	15%	\$ 28,750.00
Category III	Meats Fresh, Frozen & Precooked	10%	\$ 27,500.00	15%	\$ 28,750.00
Category IV	Poultry Fresh, Frozen & Precooked	10%	\$ 27,500.00	15%	\$ 28,750.00
Category V	Seafood	10%	\$ 27,500.00	15%	\$ 28,750.00
Category VI	Milk Products	10%	\$ 27,500.00	15%	\$ 28,750.00
Category VII	Refrigerated Products	10%	\$ 27,500.00	15%	\$ 28,750.00
Category VIII	Kitchen Supplies Paper, Plastics, Disposables & Utensils	10%	\$ 27,500.00	15%	\$ 28,750.00
Subtotal			\$ 220,000.00		\$ 230,000.00
Prompt Payment Terms Discount		2%/21	\$ 4,400.00	2%/21	\$ 4,600.00
5% Local Vendor Preference			\$ 11,000.00		\$ 11,500.00
Evaluated Total			\$ 204,600.00		\$ 213,900.00

For evaluation purposes only, each category is based on an accumulative total of \$25,000.

Bid #07-393-010 Food Product & Kitchen Supplies		
Prime Food Vendor: East Slope		
Evaluation		
		US FoodService Reno NV
		Distribution Bid Price
Category I	Groceries, Dry & Canned	11%
Category II	Frozen Foods	11.5%
Category III	Meats Fresh, Frozen & Precooked	11%
Category IV	Poultry Fresh, Frozen & Precooked	11%
Category V	Seafood	11%
Category VI	Milk Products	12%
Category VII	Refrigerated Products	12%
Category VIII	Kitchen Supplies Paper, Plastics, Disposables & Utensils	13%

Sole Primary Food Vendor - East Slope

Bid #07-393-010 Food Product & Kitchen Supplies					
Secondary Food Vendor: West Slope		Francis Distributing, Inc.		Mad Butcher	
Evaluation		Diamond Springs CA		Sacramento CA	
		Distribution	Evaluation	Distribution	Evaluation
		Bid Price		Bid Price	
Category I	Groceries, Dry & Canned	15%		*	no bid
Category II	Frozen Foods	15%		*	no bid
Category III	Meats Fresh, Frozen & Precooked	15%	\$ 28,750.00	*	8% \$ 27,000.00
Category IV	Poultry Fresh, Frozen & Precooked	15%	\$ 28,750.00	*	8% \$ 27,000.00
Category V	Seafood	15%	\$ 28,750.00	*	8% \$ 27,000.00
Category VI	Milk Products				
Subtotal			\$ 86,250.00		\$ 81,000.00
Terms Discount		2%/21	\$ 1,725.00		
5% Local Vendor Preference			\$ 4,312.50		
Evaluated Total			\$ 80,212.50	*	\$ 81,000.00
Category VII	Refrigerated Products	15%		*	no bid
Category VIII	Kitchen Supplies Paper, Plastics, Disposables & Utensils	15%		*	no bid

*** Low Bidder by Category**

For evaluation purposes only, categories bid by more than one vendor are based on an accumulative total of \$25,000.

Bid #07-393-010 Food Product & Kitchen Supplies		
Secondary Food Vendor: East Slope		
Evaluation		
		Crystal Dairy Foods South Lake Tahoe
		Distribution Bid Price
Category I	Groceries, Dry & Canned	no bid
Category II	Frozen Foods	no bid
Category III	Meats Fresh, Frozen & Precooked	no bid
Category IV	Poultry Fresh, Frozen & Precooked	no bid
Category V	Seafood	
Category VI	Milk Products	20%
Category VII	Refrigerated Products	15%
Category VIII	Kitchen Supplies Paper, Plastics, Disposables & Utensils	

Sole Secondary Food Vendor - East Slope