

EXECUTIVE SUMMARY

Recommendation for Renewal 15-035V – Bakery Products for Cafeterias

The School Board of Broward County, Florida (SBBC), awarded the Invitation to Bid (ITB) 15- 035V – Bakery Products for Cafeterias on June 9, 2014, for three (3) years July 1, 2014 through June 30, 2017. The first option to renew the contract was approved by the School Board on March 21, 2017, for an additional one (1) year period from July 1, 2017 through June 30, 2018. This contract is utilized by the Food & Nutrition Services department to procure fresh whole grain-rich bread products for school cafeterias. School lunch, breakfast, after-school snacks, and supper programs must meet meal patterns and nutritional standards based on the United States Department of Agriculture (USDA) guidelines.

The purpose of providing whole grain-rich products is to provide nutritional value to students while meeting dietary guidelines. School lunch, breakfast, after-school snack, and supper programs must offer only whole grain-rich products. All grain products contain whole grain at levels specified by the USDA. Food & Nutrition Services department managers place orders for these products on an as-needed basis and according to a schedule based on meals planned.

Food & Nutrition Services department is requesting approval to exercise the ITB's second (and final) contract renewal for an additional one (1) year period from July 1, 2018 through June 30, 2019. This ITB includes an option to renew the contract term per Section 4, Special Condition 5 - Contract Renewal: "The term of the bid shall be for three year(s), and may, by mutual agreement between SBBC and the Awardee, be renewed for two additional one-year periods and, if needed, 90 days beyond the expiration date of the final renewal period." The bid's awarded vendor, Flowers Baking Company of Miami, has accepted the request to renew the contract.

Based on budgetary and usage analyses, Food & Nutrition Services has identified that there won't be a need to request additional spending for the additional twelve (12) month period. Food & Nutrition Services issues open purchase orders (PO's) at the beginning of the fiscal year that are used/consumed based on demand for the products. Open PO's are closed at fiscal year-end, and unused monies roll over to be used in the next period. At fiscal year-end 2017-2018, and upon PO-closing activities, Food & Nutrition Services projects that \$1,400,000 will remain in the bid's unused spending authority and this will be sufficient funding to cover the twelve (12) month renewal.

This recommendation for renewal is in the best interests of the District to benefit from fixed prices and continuity of service, in as much as the Consumer Price Index (CPI), as of December 2017 indicated an increase of zero-point one (0.1) percent. Staff has indicated that vendor performance is satisfactory and recommend the extension and continuation of services with the awarded vendor. Surveys were compiled with responses provided by Food & Nutrition Services department managers who provided feedback on the products and delivery services provided by the awarded vendor. Based on the results of the customer satisfaction surveys, a total of one hundred and twelve (112) responses were received with ninety (90) percent rating customer services and product delivery as excellent, very good, or good.

Prices were benchmarked against Miami-Dade County Public Schools (MDCPS) and Collier County Public Schools. MDCPS is currently buying off the District's contract. Prices for Collier County Schools, are comparable or higher than SBBC's. Procurement & Warehousing Services, in collaboration with Food & Nutrition Services, will begin work on a new competitive solicitation before the expiration date of June 30, 2019.