

## **EXECUTIVE SUMMARY**

### **Recommendation for Renewal 15-101V – Fresh Produce for Cafeterias**

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The School Board of Broward County, Florida (SBBC), awarded the Invitation to Bid (ITB) 15- 101V – Fresh Produce for Cafeterias on March 17, 2015, for three (3) years and three (3) months from April 18, 2015 through July 31, 2018. This contract is in its thirty-third (33) month and is utilized by the Food & Nutrition Services department, to procure fresh produce including, but not limited to apples, bananas, carrots, corn, cucumbers, romaine and iceberg lettuce, melons, Florida and California oranges, pears, peppers, pineapples, tangerines, and tomatoes to 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 fresh produce is to provide nutritional value to students while meeting dietary guidelines. School lunch, breakfast, after-school snack, and supper programs must offer fruits and vegetables. 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 first contract renewal for an additional one (1) year period from August 1, 2018 through July 31, 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 approximately three (3) 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 primary awarded vendor, Mac Edwards Produce & Company, Inc., has accepted the request to renew the contract. The bid's alternate vendor, The Produce Connection, Inc. is no longer in business.

Based on budgetary and usage analyses, Food & Nutrition Services has identified that there will not 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 \$7,000,000 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 services, 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 fifty-eight (158) responses were received with seventy-eight (78) percent rating customer services and product delivery as excellent, very good, or good.

Prices were benchmarked against Miami-Dade County Public Schools (MDCPS). MDCPS also procures this commodity with Mac Edwards Produce & Company, Inc. For the items common to both bids, SBBC prices are, in average four point nine (4.9) percent lower.