

## **EXECUTIVE SUMMARY**

### **Recommendation of \$500,000 or Greater FY20-021 – Bakery Products for Cafeterias**

---

#### **Introduction**

##### **Responsible: Procurement & Warehousing Services (PWS)**

This request is to approve the recommendation to award Invitation to Bid (ITB) FY20-021 – Bakery Products for Cafeterias to Flowers Baking Co. of Miami, LLC, for a period of twenty-four (24) months from July 1, 2019 through June 30, 2021. This contract may be renewed for two (2) additional one (1) year periods. This ITB will replace the existing ITB 15-035V – Bakery Products for Cafeterias and will be used by the Food & Nutrition Services Department (FNS). The spending authority request for this ITB is \$\$1,670,000.

#### **Goods/Services Description**

##### **Responsible: Food & Nutrition Services (FNS)**

This Bid allows FNS to purchase 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. FNS managers place orders for these products on an as-needed basis and according to a schedule based on meals planned.

#### **Procurement Method**

##### **Responsible: PWS**

The solicitation for this ITB ran from February 20, 2019 through March 19, 2019. Ninety-one (91) vendors were notified, and eleven (11) vendors downloaded the ITB documentation. Procurement & Warehousing Services (PWS) received one (1) response and recommends the award to the responsive and responsible Bidder meeting all specifications, terms, and conditions. Strategies were employed to increase participation in the solicitation; however, non-bidding companies cited The School Board of Broward County, Florida (SBBC's), size and limitations on product offering and on their routing structure as factors that limited their ability to service the District. Recommending this award for a twenty-four (24) month period is in the best interests of SBBC.

The Affirmative Procurement Initiative recommended by the Supplier Diversity and Outreach Program strongly encourages S/M/WBE participation but did not set an S/M/WBE goal for this solicitation.

**Recommendation of \$500,000 or Greater**  
**FY20-021 – Bakery Products for Cafeterias**  
**May 7, 2019 Board Agenda**  
**Page 2**

**Financial Impact**  
**Responsible: PWS and FNS**

The total spending authority requested is \$1,670,000, as demonstrated in the breakdown below:

<b><u>ITB 15-035V Bakery Products for Cafeterias</u></b>	
<u>Historical Average Monthly Expenditures</u>	<u>\$ 69,435</u>
Number of months	24
<b><u>Estimated forecasted spend</u></b>	<b><u>\$ 1,666,433</u></b>
<b><u>(To be rounded to \$1,670,000)</u></b>	

Funding for this Bid will come from the FNS Department’s operating budget. The amount requested was determined based on historical data and FNS’ forecasted purchases to satisfy the needs of the District. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the contract award amount.