



# AGENDA REQUEST FORM

## THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

<b>MEETING DATE</b>	2019-09-04 10:05 - School Board Operational Meeting
<b>AGENDA ITEM</b>	ITEMS
<b>CATEGORY</b>	EE. OFFICE OF STRATEGY & OPERATIONS
<b>DEPARTMENT</b>	Procurement & Warehousing Services

<b>Special Order Request</b>	
<input type="radio"/> Yes	<input checked="" type="radio"/> No
<b>Time</b>	
<b>Open Agenda</b>	
<input checked="" type="radio"/> Yes	<input type="radio"/> No

**ITEM No.:**  
EE-8.

**TITLE:**  
Recommendation of \$500,000 or Less - FY20-025 - Kitchen and Cafeteria Supplies

**REQUESTED ACTION:**  
Approve the recommendation to award the above Invitation to Bid (ITB). Contract Term: November 1, 2019 through October 31, 2021, 24 Months with an option for two (2) additional one (1) year renewal periods; User Department: Food & Nutrition Services (FNS); Award Amount: \$320,000; Awarded Vendor(s): Edward Don & Company, LLC; Pyramid Paper Company d/b/a Pyramid School Products; Sam Tell and Son, Inc. Small/Minority/Women Business Enterprise Vendor(s): None.

**SUMMARY EXPLANATION AND BACKGROUND:**  
The School Board of Broward County, Florida, received three (3) proposals in response to ITB FY20-025 - Kitchen and Cafeteria Supplies. FNS purchases a variety of supplies such as pots, pans, storage containers, and other cooking tools needed in school kitchens and cafeteria locations throughout the District. A copy of the bid documents are available online at: [http://www.broward.k12.fl.us/supply/agenda/FY20-025\\_KitchenandCafeteriaSupplies.pdf](http://www.broward.k12.fl.us/supply/agenda/FY20-025_KitchenandCafeteriaSupplies.pdf)

**SCHOOL BOARD GOALS:**  
 Goal 1: High Quality Instruction   
 Goal 2: Safe & Supportive Environment   
 Goal 3: Effective Communication

**FINANCIAL IMPACT:**  
The estimated financial impact to the District will be \$320,000. The funding source will come from FNS operating budget. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.

**EXHIBITS: (List)**  
(1) Executive Summary (2) Recommendation Tabulation (3) Financial Analysis Worksheet 7-26-2019 (4) ITB Kitchen and Cafeteria Supplies (5) EXHIBIT 1 (6) Surveys-6

**BOARD ACTION:**  
  
(For Official School Board Records Office Only)

**SOURCE OF ADDITIONAL INFORMATION:**

Name: Mary Mulder	Phone: 754-321-0215
Name: Mary C. Coker	Phone: 754-321-0501

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**  
**Senior Leader & Title**

Maurice L. Woods - Chief Strategy & Operations Officer

Signature

Approved In Open Board Meeting On: \_\_\_\_\_

By: \_\_\_\_\_

School Board Chair