



NEW HAVEN PUBLIC SCHOOLS

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To: New Haven Board of Education Finance and Operations Committee
From: Thomas Lamb, Chief Operating Officer
Gail Sharry, Executive Director
Michael Gormany, City Budget Director
Date: Tuesday, May 24, 2022
Re: Fiscal year 2022-23, Award of Contract for NHPS Food Service for Direct Commodity Purchase

Executive Summary: Approval is requested for an award of contract(s) under RFP# 2022-04-1440 for the purchase of **direct commodity purchase** for fiscal year 2022-23 for NHPS Food Service.

Vendor Number	Vendor Name	Vendor Address	City, State, Zip	Award Amount not to Exceed	Minority or Women Owned Small Business?	Renewal or Award of Contract/Agreement
TBD	Butterball LLC	1 Butter Ball Lane	Gamer, NC 27529	60,000		Award

Contract or Agreement #: TBD

Funding Source & Account #: 25215200-55587

Key Questions: (Please have someone ready to discuss the details of each question during the Finance & Operations meeting or this proposal might not be advanced for consideration by the full Board of Education):

1. **What specific service will the contractor provide:**
 - a. **The vendor(s) will provide direct commodities based on the USDA program. NHPS-Food Service utilizes this program to receive USDA pricing on food product directly from the distributor. With this program, quantities are limited.**
2. **How was the contractor selected? Quotes? RFP? Sealed Bid or Sole Source? Please describe the selection process including other sources considered and the rationale for selecting this method of selection:**
 - a. **The vendor was selected via a request for proposal (RFP) process, based on the award criteria set forth in the solicitation.**
3. **If this is a renewal with a current vendor, has the vendor’s performance been satisfactory under the existing contract or agreement?**
 - a. **This is not applicable as this is a new award.**



4. **If this Contract/Agreement is a Renewal has cost increased? If yes, by how much?**
 - a. **This is not applicable as this is a new award.**

5. **If this Contractor is New has cost for service increased from previous years? If yes, by how much?**
 - a. **Vendor(s) are evaluated throughout the school year based on product sensory (food evaluation) delivery expectations, customers service, and other criteria set at the beginning of the school year.**
 - b. **Food cost has increased from an overall pricing standpoint, especially due to the pandemic.**
 - c. **The contractor(s) have been used in prior years with no issues.**

6. **Is this a service existing staff could provide? Why or why not?**
 - a. **No.**

Contract Number 2022-04-1440
Contract Name Direct Commodity Purchase
Contract Period July 01, 2022 to June 30, 2023
Contractor Butterball
Award Amount \$60,000.00

Category	Item No	Bid Specification	Item Specification	Unit of Measure	Unit of measure Pack Size (Preferred)	Commodity Bid Price	Commodity Case Packing Size	Commodity Per Case Price	Commodity Product Code - (What will appear on Invoice)	Commercial Bid Price	Commercial Case Packing Size	Commercial Per Case Price	Commercial Product Code (What Will Appear on Invoice)	Vendor Notes or Comments
Frozen Turkey	#6-2	Fully Cooked Turkey Medallions	Fully Cooked Turkey Medallions, boneless, skinless, 3.6z equals 2M/MA, Butterball 22655 89209 or equal	Portion	Portion (2 oz. m/ma)	\$0.5012	1/30 Lbs - 133 Svgs per Cs / 2MMA, Suggest using two 2oz spoodles to portion a 3.6oz Svg portion	\$66.6600	2265589209	\$0.8000	1/30 Lbs - 133 Svgs per Cs / 2MMA, Suggest using two 2oz spoodles to portion a 3.6oz Svg portion	\$106.4000	2265589209	5,000 Net Wt Pounds Min. Combined Items, Delivery via Common Carrier, Driver not in uniform and provides no inside delivery services, requires dock and equipment and staff onsite available for off load, product is palletized
Frozen Turkey	#6-3	Fully Cooked Turkey combo sliced meats	Fully Cooked Turkey combo sliced meats, Variety pack(T Ham, T Salami, T Bologna), Butterball 22655 89203 or equal	Portion	Portion (2 oz. m/ma)	\$0.4550	6/3-1Lbs / Up to 92 - 2MMA Svgs per Cs, 6 Slices Ham & Salami = 2MMA, 4 Slices Bologna = 2.25MMA	\$41.8600	2265589203	\$0.7026	6/3-1Lbs / Up to 92 - 2MMA Svgs per Cs, 6 Slices Ham & Salami = 2MMA, 4 Slices Bologna = 2.25MMA	\$64.6400	2265589203	5,000 Net Wt Pounds Min. Combined Items, Delivery via Common Carrier, Driver not in uniform and provides no inside delivery services, requires dock and equipment and staff onsite available for off load, product is palletized
Frozen Turkey	#6-4	Turkey Bacon, Food service	Turkey Bacon, 14g, Butterball 22655 30302 or equal	Portion	Portion(1/ 14 g)	\$0.0000	Does not Commodity Process/ Commercial Sale Only	\$0.0000	2265530302	\$0.2972	2/6 Lbs - about 128 Svgs per Case - 3 Slices = 1MMA	\$38.0400	2265530302	5,000 Net Wt Pounds Min. Combined Items, Delivery via Common Carrier, Driver not in uniform and provides no inside delivery services, requires dock and equipment and staff onsite available for off load, product is palletized