



NEW HAVEN PUBLIC SCHOOLS

Gail Sharry, Executive Director
NHPS Food Service
P: (475) 220-1610
F: (203) 946-7650

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 Grocery

Executive Summary: Approval is requested for an award of contract(s) under RFP# 2022-04-1442 for the purchase of **grocery** 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
13601	Epallet Inc	5115 Clarenton Drive	Agoura, CA 91301	50,000		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 food for the NHPS Food Service program.**
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. Staff could not perform these services as this is an RFP for food products.

Contract Number 2022-04-1442

Contract Name Grocery

Contract Period July 01, 2022 to June 30, 2023

Contractor Epallet Inc

Award Amount \$50,000.00

Category	#	Per specification	Item/Description	Unit Measure	Unit Price	Case Packing Size	Case Price	NOI Pricing for Commodities	Fee for Service (FFS)- Commodities	Vendor Item/Stock Number	Vendor UOM If different than specifications	Vendor Notes, Comments or Substitution Notes
Frozen Beef	#5-2	Beef Hot Dog, Mini	All Natural* Uncured Angus Beef Franks 16-1, 3.5", no nitrate or nitrite added, Prefer Eisenberg 35596 0154 or equal	portion(2)	\$0.2900	192	\$54.8920	\$0.0000	\$0.0000	Eisenberg #35596-0175	portion(1)	Order min = 1 pallet, Lead time = 18 days
Frozen Beef	#5-3	Beef Hot Dog,	All Natural*Angus Beef Franks 8-1, 6", no nitrate or nitrite added, Prefer Eisenberg 35596 0119 or equal	Portion(1)	\$0.5800	80	\$46.5120	\$0.0000	\$0.0000	Eisenberg #35596-0119	portion(1)	Order min = 1 pallet, Lead time = 18 days
Frozen Fruit	#21-1	Frozen 100% Fruit Juice Cup	no sugar or sugar substitutes added, 100 percent juice, fat and dairy free, assorted flavors, each cup provides 1/2 cup equivalent of fruit	EA	\$0.3700	96/4 oz.	\$35.5460	\$0.0000	\$0.0000	Country Pure #41381, #41391, #41382 & #41380	96/4 oz.	Order min = 1 pallet, Lead time = 15 days
Beverage	#22-1	100 percent Fruit Punch Juice 4.23oz , Shelf Stable	100% Juice, With Calcium, No Sugar Added, Fortified W/ Vitamins A, C and E.. Shelf Stable For 12 Months, Straw Attached. Fruit Content Equal To 1/2.Cup. Item Code #86001	EA	\$0.2700	44/4.23 oz.	\$12.0480	\$0.0000	\$0.0000	Country Pure #62008	44/4.23 oz.	Order min = 1 pallet, Lead time = 35 days
Beverage	#22-17	100 percent Orange Juice 4oz , frozen	Prefer paper carton, meets USDA 1/2 cup serving of Fruit	EA	\$0.2800	44/4.23 oz.	\$12.1740	\$0.0000	\$0.0000	Country Pure #62007	44/4.23 oz.	Order min = 1 pallet, Lead time = 35 days