



Gail Cairns-Sharry
Executive Director

NEW HAVEN PUBLIC SCHOOLS
Food Services Division

Tel: (475) 220-1610
Fax: (203) 946-7650

MEMORANDUM

TO: NHPS Finance and Operations Committee
FROM: Michael J. Pinto, NHPS Chief Operating Officer
Gail Sharry, Executive Director, Food and Nutrition Program
Michael Gormany, Interim City Budget Director
DATE: May 14, 2020
RE: F&O Agenda Item Request/Approval
Renewal of Contract for Dairy products for fiscal year 2020-21
MEETING: June 01, 2020

Executive Summary: Approval is requested for the renewal of contract under RFP#2020-05-1292 to Guida Seibert Dairy, Inc., 433 Park Street, New Britain, CT for the purchase dairy products for the NHPS Food Service Program for FY 2020-21, in an amount not to exceed \$900,000.

Funding Source: Food Services, Acct. #25215200-55587

Key Questions:

- 1. Please Describe how this service is strategically aligned with school or District goals:**
The Mission of the Food Service Department is to ensure that delicious, health meals are available to all New Haven students. We strive to serve good quality meals utilizing ingredients from many local producers that promote the health and wellness of students, so they can be more productive in the classroom. This will help meet the district's goals: economical, quality, and sustainable food service program.
- 2. Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation?**
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. All vendors mentioned above have been used with no issues.
- 3. Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost?**
The Vendor(s) was selected based on RFP #2020-05-1292 results from FY 2019-20.



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Michael Gormany & Gail Sharry
75 Barnes Avenue
New Haven, CT 06519

Wednesday, April 1, 2020
Mr. Michael Young, President
PO Box 2110
433 Park Street
New Britain, CT 06050
Tel: 860 224-2404 ext.127 or Cell: 860 982-1213
e-mail: myoung@guidas.com
website: www.guidas.com

RE: Contract Renewal for:
Solicitation No. RFP#2020-05-1292
Contract Name:
Renewal Contract Amt: \$900,000

Dear Mr.Young:

According to your contract/agreement/bid solicitation with New Haven Public Schools, Food Service Division, the expiration date was June 30, 2020. The contract/agreement/solicitation includes a renewal option for the 2020-2021 fiscal year.

If you are interested in renewing the above referenced agreement for the same contractual amount (if applicable, including the livable wage increase for FY 20-21 for the City of New Haven beginning July 1, 2020) and under the same terms and conditions; please sign this letter of acceptance and email to myself (mgormany@newhavenct.gov) and Gail (GAIL.CAIRNS.SHARRY@new-haven.k12.ct.us). Please mail the original to 75 Barnes Avenue, New Haven CT 06513.

Should you have any questions, please feel free to call me at 203-946-6413. Thank you for your attention to this matter.

Michael Gormany

Michael Gormany
City Budget Director and City Acting Controller
City of New Haven and BOE Food Services

X *Michael Young*
Name
MICHAEL YOUNG

X *PRESIDENT*
Title

X *3/31/20*
Date

X *MYOUNGB@GUIDAS.COM*
Email

RFP 2020-05-1292 GUIDA
NHPS-DAIRY PRODUCTS

#	Item/Description	Quantity Required	Unit of Measure	Unit Price
#1-1	1 percent Milk, 8oz, carton - White	1500000	EA	\$ 0.22
#1-2	1 percent Milk, 8oz, carton - Chocolate, low sugar 20 grams or less	1500000	EA	\$ 0.00
#1-3	1 percent Milk, 4oz, carton	1000	EA	\$ 0.13
#1-4	1 percent Milk, 8oz carton Shelf Stable - White	5000	EA	\$ 0.00
#1-5	1 percent Milk, 8oz carton Shelf Stable - Chocolate, low sugar 20 grams or less	5000	EA	\$ 0.00
#1-6	1 percent Milk, quart	5000	EA	\$ 0.91
#1-7	Lactaid 8oz	40000	EA	\$ 0.66
#1-8	Ricemilk Original 8 fl oz	500	EA	\$ 0.00
#1-9	Skim Milk 128 oz.	100	EA	\$ 2.79

RFP 2020-05-1292 GUIDA
NHPS-DAIRY PRODUCTS

#	Item/Description	Quantity Required	Unit of Measure	Unit Price
#1-10	Skim Milk quart	500	EA	\$ 0.89
#1-11	Skim Milk, 8oz carton (white)	250000	EA	\$ 0.21
#1-12	Skim Milk, 8oz carton (Chocolate), low sugar 20 grams or less	100000	EA	\$ 0.22
#1-13	Soy milk Original, 8 fl oz	500	EA	\$ 0.00
#1-14	2 percent Milk, 128 ounces/Gallon	500	EA	\$ 3.11
#2-1	100 Percent Orange Juice 4oz	600000	EA	\$ 0.19
#2-2	100 Percent Orange Juice 8oz	100000	EA	\$ 0.30
#2-3	100 Percent Orange Juice Gallon	100000	EA	\$ 3.57
#2-4	100 Percent Orange Juice quart	100000	EA	\$ 1.04
#2-5	100 Percent Apple Juice 4oz	100000	EA	\$ 0.13

RFP 2020-05-1292 GUIDA
NHPS-DAIRY PRODUCTS

#	Item/Description	Quantity Required	Unit of Measure	Unit Price
#2-6	100 Percent Apple Juice 8oz	100000	EA	\$ 0.00
#2-7	100 Percent Apple Juice Gallon	100000	EA	\$ 0.00
#2-8	100 Percent Apple Juice quart	100000	EA	\$ 0.00
#2-9	100 Percent Fruit Juice 4oz	100000	EA	\$ 0.00
#2-10	100 Percent Fruit Juice 8oz	100000	EA	\$ 0.00
#2-11	100 Percent Fruit Juice Gallon	100000	EA	\$ 0.00
#2-12	100 Percent Fruit Juice quart	100000	EA	\$ 0.00
#2-13	100 Percent Grape Juice 4oz	100000	EA	\$ 0.00
#2-14	100 Percent Grape Juice 8oz	100000	EA	\$ 0.00
#2-15	100 Percent Grape Juice Gallon	100000	EA	\$ 0.00

RFP 2020-05-1292 GUIDA
NHPS-DAIRY PRODUCTS

#	Item/Description	Quantity Required	Unit of Measure	Unit Price
#2-16	100 Percent Grape Juice quart	100000	EA	\$ 0.00
#2-17	100 Percent Cranberry Juice 4oz	100000	EA	\$ 0.00
#2-18	100 Percent Cranberry Juice 8oz	100000	EA	\$ 0.00
#2-19	100 Percent Cranberry Juice Gallon	100000	EA	\$ 0.00
#2-20	100 Percent Cranberry Juice quart	100000	EA	\$ 0.00
#2-21	100 Percent Pineapple Juice 4oz	100000	EA	\$ 0.00
#2-22	100 Percent Pineapple Juice 8oz	100000	EA	\$ 0.00
#2-23	100 Percent Pineapple Juice Gallon	100000	EA	\$ 0.00
#2-24	100 Percent Pineapple Juice quart	100000	EA	\$ 0.00
#3-1	Butter Blend 1lb pack	100	EA	\$ 0.00

RFP 2020-05-1292 GUIDA
NHPS-DAIRY PRODUCTS

#	Item/Description	Quantity Required	Unit of Measure	Unit Price
#3-2	Cream Cheese pc's, 100- 1oz/cs	50	CS	\$ 0.00
#3-3	Creamers 400 box	50	CS	\$ 14.00
#3-4	Creamers Reduced Fat 400 box	50	CS	\$ 0.00
#3-5	Creamers Shelf Stable 400 box	50	CS	\$ 0.00
#4-1	Yogurt 4oz cup (Assorted flavors)	200	CS	\$ 0.88
#4-2	Water 8oz	6000	EA	\$ 0.00