



NEW HAVEN PUBLIC SCHOOLS

Gail Sharry, Executive Director
NHPS Food Service
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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, June 14, 2022
Re: Fiscal year 2022-23, Award of Contract for NHPS Food Service for Unitized and Family Style Breakfast and Lunch kits for NHPS Head Start Programs

Executive Summary: Approval is requested for an award of contract(s) under RFP# 2022-05-1449 for the purchase of Unitized and Family Style Breakfast and Lunch kits for NHPS Head Start Programs for fiscal year 2022-23.

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
42220	TRIO Community Meals / Lindley	201 Wallace Street	New Haven CT 06511	\$850,000		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 Unitized and Family Style Breakfast and Lunch kits for NHPS Head Start Programs to NHPS Food and Nutrition 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.**



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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 2022-05-1449

Contract Name Early Childhood Catering Meals

Contract Period July 01, 2022 to June 30, 2023

Contractor TRIO Community Meals/Lindley

Award Amount \$850,000.00

Category	#	Item/Description	Item Specification	Unit Measure	Unit Price	Case Packing Size	Case Price
Unitized Meals	#1-1	Montessori School on Edgewood-Breakfast	Unitized Breakfast Meal	EA	\$2.4600	1	\$2.4600
Unitized Meals	#1-2	Montessori School on Edgewood-Lunch	Unitized Lunch Meal	EA	\$3.8900	1	\$3.8900
Unitized Meals	#1-3	Booker T Washington (New Haven)-Breakfast	Unitized Breakfast Meal	EA	\$2.4600	1	\$2.4600
Unitized Meals	#1-4	Booker T Washington (New Haven)-Lunch	Unitized Lunch Meal	EA	\$3.8900	1	\$3.8900
Unitized Meals	#1-5	Booker T Washington (Hamden)-Breakfast	Unitized Breakfast Meal	EA	\$2.4600	1	\$2.4600
Unitized Meals	#1-6	Booker T Washington (Hamden)-Lunch	Unitized Lunch Meal	EA	\$3.8900	1	\$3.8900
Unitized Meals	#1-7	Elm City Montessori-Breakfast	Unitized Breakfast Meal	EA	\$2.4600	1	\$2.4600
Unitized Meals	#1-8	Elm City Montessori-Lunch	Unitized Lunch Meal	EA	\$3.8900	1	\$3.8900
Unitized Meals	#1-9	All Saints Catholic Academy-Breakfast	Unitized Breakfast Meal	EA	\$2.4600	1	\$2.4600

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Unitized Meals	#1-10	All Saints Catholic Academy- Lunch	Unitized Lunch Meal	EA	\$3.8900	1	\$3.8900
Unitized Meals	#1-11	St. Martin De Porres School- Breakfast	Unitized Breakfast Meal	EA	\$2.4600	1	\$2.4600
Unitized Meals	#1-12	St. Martin De Porres School- Lunch	Unitized Lunch Meal	EA	\$3.8900	1	\$3.8900
Family Style Meal	#2-1	Montessori School on Edgewood- Breakfast	Unitized Breakfast Meal	EA	\$2.1900	1	\$2.1900
Family Style Meal	#2-2	Montessori School on Edgewood- Lunch	Unitized Lunch Meal	EA	\$3.6800	1	\$3.6800
Family Style Meal	#2-3	Booker T Washington (New Haven)-Breakfast	Unitized Breakfast Meal	EA	\$2.1900	1	\$2.1900
Family Style Meal	#2-4	Booker T Washington (New Haven)-Lunch	Unitized Lunch Meal	EA	\$3.6800	1	\$3.6800
Family Style Meal	#2-5	Booker T Washington (Hamden)- Breakfast	Unitized Breakfast Meal	EA	\$2.1900	1	\$2.1900
Family Style Meal	#2-6	Booker T Washington (Hamden)- Lunch	Unitized Lunch Meal	EA	\$3.6800	1	\$3.6800

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Family Style Meal	#2-7	Elm City Montessori-Breakfast	Unitized Breakfast Meal	EA	\$2.1900	1	\$2.1900
Family Style Meal	#2-8	Elm City Montessori-Lunch	Unitized Lunch Meal	EA	\$3.6800	1	\$3.6800
Family Style Meal	#2-9	All Saints Catholic Academy-Breakfast	Unitized Breakfast Meal	EA	\$2.1900	1	\$2.1900
Family Style Meal	#2-10	All Saints Catholic Academy-Lunch	Unitized Lunch Meal	EA	\$3.6800	1	\$3.6800
Family Style Meal	#2-11	St. Martin De Porres School-Breakfast	Unitized Breakfast Meal	EA	\$2.1900	1	\$2.1900
Family Style Meal	#2-12	St. Martin De Porres School-Lunch	Unitized Lunch Meal	EA	\$3.6800	1	\$3.6800