



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, 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
56356	Waypoint - Land O'Lakes	4001 Lexington Ave. N	Arden Hills, MN 55126	25,000		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.**



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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. **No.**

Contract Number 2022-04-1440
Contract Name Direct Commodity Purchase
Contract Period July 01, 2022 to June 30, 2023
Contractor Waypoint - Land O'Lakes
Award Amount \$25,000.00

Status	#	Per bid specifications:	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 Cheese	#7-4	American Cheese Slices, Yellow .5oz	American Cheese Slices, Yellow, .5oz, Land o Lakes 46268 or equal	.5z slice	slice, .5z(.5 M/MA)	\$0.0603	6/5 lb	\$28.9500	46268	\$0.1437	6/5 lb	\$68.9800	46268	0
Frozen Cheese	#7-5	Pepper Jack Slices, .5oz	Pepper Jack Slices, .5oz, Land O lakes 44238 or equal	Portion	slice, .5z(.5 M/MA)	\$0.1211	8/1.5 lb	\$23.2600	44238	\$0.2297	8/1.5 lb	\$44.1100	44238	0
Frozen Cheese	#7-6	Mozzarella Cheese, Shredded, LMPS	Mozzarella Cheese, Shredded, LMPS, shredded, 4/5#, Land O lakes or equal 41698	Portion	Portion 1 oz. m/ma	\$0.0463	4/5 lb	\$14.8300	41698	\$0.1549	4/5 lb	\$49.5800	41698	0
Frozen Cheese	#7-7	Cheddar Cheese, Shredded,	Cheddar Cheese, Shredded, 4/5#, Land O Lakes 41749 or equal	Portion	Portion 1 oz. m/ma	\$0.0452	4/5 lb	\$14.4600	41749	\$0.1538	4/5 lb	\$49.2100	41749	0
Frozen Cheese	#7-8	Colby Jack Cheese, Reduced Fat Sticks, 1oz.	Colby Jack Cheese Sticks, Reduced Fay, 1 oz = 1M/MA, Land Olakes 44878 or equal	Portion	Portion 1 oz. m/ma	\$0.1677	200/1 oz	\$33.5300	44115	\$0.2763	200/1 oz	\$55.2500	44115	Land o Lakes is not offering code 44878 RF colby sticks for SY 22-23. Instead we are offering code 44115 which is RF colby cubes.
Frozen Cheese	#7-9	Cheddar Cheese Cubes, 1oz.	Marble Cheese Sticks, 1oz, 1M/MA, Land O Lakes 44113 or equal	Portion	Portion 1 oz. m/ma	\$0.1677	200/1 oz	\$33.5300	44113	\$0.2763	200/1 oz	\$55.2500	44113	0
Frozen Cheese	#7-10	Mozzarella String Cheese, 1 oz	Mozzarella String Cheese, 1oz equals 1 M/MA, Land O lakes 59701 or equal	Portion	Portion 1 oz. m/ma	\$0.0859	168/1 oz	\$14.4300	59701	\$0.1945	168/1 oz	\$32.6700	59701	0
Frozen Cheese	#7-11	Cheddar Cheese, reduced Fat Cubes, 1oz	Cheddar Cheese, Reduced Fat Cubes, 1 oz equals 1 M/MA, Land O Lakes 44006 or equal	Portion	Portion 1 oz. m/ma	\$0.0764	4/5 lb	\$24.4500	44751	\$0.1850	4/5 lb	\$59.2000	44751	You have the wrong code for this item. You have 44006 which is not the reduced fat cheddar cubes. The correct code for the reduced fat cheddar cubes is 44751.
Frozen Cheese	#7-12	Swiss Cheese Slices, .5oz	Swiss Cheese Slices, .5oz, Land O Lakes 44261 or equal	Portion	Portion .5 oz. m/ma	\$0.1211	8/1.5 lb	\$23.2600	44261	\$0.2297	8/1.5 lb	\$44.1100	44261	0
Frozen Cheese	#7-13	White Cheese Sauce	White Cheese Sauce, 6lb 10z Pouch, Land O Lakes 39944 or equal	Portion	Portion 1 oz. m/ma	\$0.2039	6/106 oz	\$43.2300	39947	\$0.3234	6/106 oz	\$68.5600	39947	The code number has changed from 39944 to 39947. Same item, reformulated to meet Target 2 sodium guidelines.

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Frozen Cheese	#7-14	Queso Cheese Sauce	Queso Cheese Sauce, 6 lb 10 oz Pouch, Land O lakes 39941 or equal	Portion	Portion 1 oz. m/ma	\$0.1928	6/106 oz	\$40.8700	39946	\$0.3034	6/106 oz	\$64.3300	39946	The code number has changed from 39941 to 39946. Same item, reformulated to meet Target 2 sodium guidelines.
Frozen Cheese	#7-15	Cheddar Cheese Sauce	Cheddar Cheese Sauce, 6lb 10 oz Land O Lakes 39940 or equal	Portion	Portion 1 oz. m/ma	\$0.1884	6/106 oz	\$39.9400	39945	\$0.2991	6/106 oz	\$63.4000	39945	The code number has changed from 39940 to 39945. Same item, reformulated to meet Target 2 sodium guidelines.