BIBB COUNTY SCHOOL DISTRICT

Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

TO: Bibb County Board of Education

FROM: Elaine Wilson-Beverly, Executive Director of Procurement
Condus Shuman, Executive Director of School Nutrition

SUBJECT: Approval of Food Bid Renewal

Summary

The School Nutrition Department is seeking Board approval to renew the award under RFP 21-015 for food products in the fiscal year 2024-2025 for $ $6,635,490.82. This award is used to issue purchase orders on an as-needed basis for food items to provide meal service to Bibb County School District students. This is the third of three renewals.

Background

Under District Policy DJEAA, Board approval is required for all contracts over $150,000. In fiscal year 2021, the Procurement Department issued solicitation RFP 21- 015. We have more then one vendor on hand for Food Items to ensure all requested items are addressed and delivered in a timely manner.

The projected expenditure for FY 2025 is approximately $6,635,490.82 which includes a 6% market increase over our expenditure last year. This increase in projection is due to the inflation cost within the supply chain.

The breakdown by awardee is listed below. **Company Name**	**FY 2025 Amount**
ACC Distributors	$1,589,448.07
Sutherlands Foodservice	$3,971,807.70
Williams Institutional Foods	$1,074,235.05
Total Food Cost	**$6,635,490.82**

Recommendation

It is recommended that the Bibb County Board of Education authorize the Superintendent to issue a Purchase Order to each vendor on an as-needed basis, not exceeding the listed total amount of $6,635,490.82 to provide food items for all schools and the central kitchen. The funds will be paid out of the School Nutrition fund.

Superintendent's Approval:

Superintendent's Signature	Approve/Disapprove
Dr. Dan A. Sims	Approved