

CHRONOLOGY OF THE AGENDA ITEM

Contract Award Bid 24-26 School Nutrition Small Wares Equipment

Scope: Contract Award for **Bid 24-26 School Nutrition Small Wares Equipment** TO Sam Tell and Son, Inc., Not to Exceed \$250,000. Specific details related to the scope of work can be found at <http://www.dekalbschoolsga.org/solicitations/>

Contract Term: The contract will begin upon Dekalb County Board of Education (“the Board”) approval at the October 7, 2024, meeting and a subsequent fully executed contract. This is a term is from November 1, 2024, through October 31, 2025, with options for renewal/extension for up to four (4) years through October 31, 2029,

Solicitation Process: An invitation to bid (ITB) was competitively solicited May 23, 2024, for **Bid 24-26 School Nutrition Small Wares Equipment** notification of the upcoming solicitation was posted to the DCSD website and IonWave. The bid was advertised in the Champion Newspaper on May 23, 2024, and May 30, 2024. Electronic notification was sent to 13 vendors from the DCSD Vendor Bid List, 390 vendors from the DCSD IonWave list and to 1056 vendors through the State of GA Procurement Registry. Three (3) vendors responded to the solicitation, and all three (3) were reviewed and deemed responsive to the requirements of the solicitation and evaluated by a selection committee.

Award Process: **Sam Tell and Son, Inc.** was selected as the lowest responsive and responsible bidder meeting bid specifications. The recommendation for this contract award to **Sam Tell and Son, Inc.** is based on these evaluations.