

Rio School District
Regular Board Meeting - April 15, 2020

Approval of RFB #20-CNS-002 – Food and Grocery Products

Business Services

April 15, 2020

Background:

Pursuant to the attached Request for Bids No. 20-CNS-002 (the “RFB”), Rio School District (the “District”) intends to seek bids from qualified sources for the sale, delivery and unloading of various grocery and food products to service all District schools. The District seeks bidders with a verifiable record of successful performance with California public entity contracts, with an emphasis on public school district contracts. Contracts would be awarded to one bidder or multiple bidders depending on the vendors’ ability to supply sufficient quantities of required products. Any existing contracts would be for one year, with possible renewal up to a total three-year term (the maximum time allowed under applicable law).

Under the Public Contract Code, bids are typically awarded to the lowest responsive, responsible bidder. However, Public Contract Code Section 20111(c) permits school districts to award grocery contracts to the most responsive and responsive party, with price being the primary consideration but not the only determining factor. School district grocery and food product bids must be consistent with the federal procurement standards in Code of Federal Regulations Sections 200.318-200.326. (Public Contract Code (“PCC”) § 20111(c).) Moreover, the school district must advertise the notice for bids at least once a week for two weeks in a local newspaper. (PCC § 20112; Gov. Code § 6066.) Finally, PCC Section 20118 permits districts to purchase equipment, materials, or supplies without advertising for bids pursuant to another public agency’s publicly bid contract (*i.e.*, “piggybacking” on the other public agency’s contract). The RFB has been prepared in consideration of the foregoing, including permitting “piggybacking” of any awarded contracts by other local public agencies.

Rationale:

In 2017, the District issued Request for Bids #17-CNS-001 for the sale, delivery and unloading of various grocery and food products for District schools. The 2017 RFB resulted in a 3-year contract, which will end this calendar year. The existing agreement cannot be renewed because the maximum term length for grocery contracts is three years. Therefore, the District must solicit bids pursuant to a new RFB in order to ensure continued procurement of required grocery and food products.

Recommendation:

It is recommended that the District’s Board of Trustees (the “Board”) approve the attached RFB and ratify the necessary notice inviting bids to be published in April 2020. District administration intends to accept bids until May 6, 2020 and bring a recommendation for bid awards to the Board at its regular meeting on May 20, 2020. The Board reserves the right to reject all bids.