

**Denton Independent School District**  
**RFP #1909-15 Food, General Grocery Items and Catering Services**  
October 22, 2019

**SUMMARY:**

This item requests approval of RFP #1909-15 Food, General Grocery Items and Catering Services.

**BOARD GOAL:**

Growth & Management - demonstrate effective and efficient management of district resources.

**PREVIOUS BOARD ACTION:**

None

**BACKGROUND INFORMATION:**

This proposal was issued on August 21, 2019. Two hundred thirty-seven (237) vendors were notified of this proposal. Responses were received from thirty-seven (37) vendors on October 3, 2019. This proposal establishes a preferred vendor list, of vendors who submitted a complete response packet, to be used to purchase food, general grocery items and catering services for our schools and departments. This proposal is EDGAR compliant for purchases using a federal funding source.

**SIGNIFICANT ISSUES:**

The District has a wide range of needs across both department and campus use for food, general grocery items and catering services. All purchases will be made on an "as needed" basis.

**FISCAL IMPLICATIONS:**

The cost will be borne by the appropriate department or campus fund.

**BENEFIT OF ACTION:**

Passage will allow the District to build its base of food, general grocery items and catering services vendors to provide for current and future needs.

**SUPERINTENDENT'S RECOMMENDATION:**

It is recommended that the proposal be awarded to all responding vendors that submitted a complete RFP response. This award is for a term beginning the date of award through October 31, 2021. Upon governing body approval; the option to renew for two additional one-year terms would extend the award through October 31, 2023.

**STAFF PERSONS RESPONSIBLE:**

Debbie Monschke, Assistant Superintendent of Administrative Services  
Vicki Garcia, Executive Director of Financial Operations  
Dianna Casper, Director of Purchasing  
Cheryl Farmer, Senior Buyer  
Barbara Hoyle, Senior Buyer

**ATTACHMENT:**

RFP #1909-15 Food, General Grocery Items and Catering Services Vendor Tabulation

**APPROVAL:**

Signature of Staff Member Proposing Recommendation: \_\_\_\_\_

Signature of Divisional Assistant Superintendent: \_\_\_\_\_

Signature of Superintendent: \_\_\_\_\_