

COLLEGE STATION I.S.D.
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PURCHASING OFFICE

INTER-DEPARTMENTAL MEMO

TO: Mike Martindale

DATE: June 27, 2019

SUBJECT: Beverages for Vending Machines RFP #19-009

Request for Proposals (RFP) # 19-009, Beverages for Vending Machines was mailed April 15, 2019 to four vendors, posted on the district's website and advertised April 15, 2019 and April 22, 2019. Two vendors responded to the RFP, which opened May 14, 2019. The proposers were:

<u>Vendor Name</u>	<u>Bid Total</u>
Bryan Coca-Cola	varies based on product and quantity selected.
PepsiCo	varies based on product and quantity selected.

The format of this RFP requested proposers to submit the brands, flavors and prices offered by their company. The district's Child Nutrition Department evaluated the proposals using an evaluation form per the criteria in the RFP.

The RFP included an option to award to multiple vendors which provides a larger supplier base for the district. Among the vendors awarded, the Child Nutrition Department can review the prices and select the products which they want to stock in the vending machines. Quantities, brands and types of beverages can be adjusted as the year progresses. The quantities listed in the RFP are estimates only for annual usage and are not a guarantee to purchase by the district.

It is the recommendation of Carmella Shafer, Director of Purchasing and Bridget Goodlett, Director of Child Nutrition to award the Beverages for Vending Machines RFP #19-009 to Bryan Coca-Cola Company and PepsiCo for the 2019 -2020 school year. This contract may be renewed for two (2) additional years in one-year increments, providing all terms and conditions remain the same and both parties agree to the extension prior to expiration.


Carmella Shafer, Director of Purchasing


Bridget Goodlett, Director of Child nutrition

**COLLEGE STATION INDEPENDENT SCHOOL DISTRICT
EVALUATION - RFP # 19-009 BEVERAGE BID**

Bidders		PepsiCo	Bryan Coca Cola
Evaluation Criteria	Points		
#1- Price: \$lowest / _____ x 25 =	(0-30)	30.00	30.00
#2-The reputation of the vendor and of the vendor's goods or services	(0-5)	10.00	10.00
#3-Quality of Goods and Services	(0-25)	40.00	40.00
#4-The extent to which the goods or services meet the district's needs	(0-20)	35.00	35.00
#5-The vendor's past relationship with the district	(0-14)	28.00	28.00
#6 -the impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses including small, minority, woman-owned, or labor surplus area firms (CFR 200.321)	(0-1)	0.00	0.00
#7-The long term cost to acquire the vendor's goods or services	(0-5)	10.00	10.00
#8- For a contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor's ultimate parent company or majority owner: •has its principal place of business in this state; or •employs at least 500 persons in this state;	(0-0)	0.00	0.00
Sum of Points	(0-200)	183.00	183.00
Vendor Award Recommendation: Pepsi, Coca Cola			
Item Award Recommendation: Pepsi, Coca Cola			
Evaluators: Bridget Goodlett, Carmella Shafer			