



College Station Independent School District

Success...each life...each day...each hour

9304 ROCK PRAIRIE ROAD, COLLEGE STATION, TX. 77845
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PURCHASING OFFICE

INTER-DEPARTMENTAL MEMO

DATE: March 31, 2021
TO: Amy Drozd, CFO *Amy*
FROM: Carmella Shafer, Director of Purchasing
SUBJECT: Beverages for Vending Machines RFP # 21-004

Request for Proposals (RFP) # 21-004, Beverages for Vending Machines was issued February 1, 2021. The RFP was advertised in The Eagle newspaper on February 1, and February 8th. Three vendors responded to the RFP, which opened on March 1, 2021. The proposers were:

<u>Vendor Name</u>	<u>Bid Total</u>
Coca-Cola	varies based on product and quantity selected.
PepsiCo	varies based on product and quantity selected.
Barfresh, Inc	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 and Purchasing staff 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 and product selection 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 #21-004 to Coca-Cola and PepsiCo for the 2021 -2022 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 before expiration.

Carmella Shafer
Carmella Shafer, Director of Purchasing

Bridget Goodlett
Bridget Goodlett, Director of Child nutrition

Carmella Shafer, RTSBA
Director for Purchasing
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Mike Martindale
Superintendent of Schools

**COLLEGE STATION INDEPENDENT SCHOOL DISTRICT
EVALUATION - RFP# 21-004 BEVERAGES FOR VENDING MACHINES**

Supplier			PepsiCo	Coca Cola Southwest Beverages	Barfresh, Inc.
CRITERIA OF EVALUATION (RFP)	POINTS				
Purchase price; (30%)	30		29.7	26.0	13.3
Reputation of the vendor and of the vendor's goods or services; (10%)	10		10.0	10.0	5.0
The quality of the vendor's goods or services; (15%)	15		15.0	15.0	11.3
The extent to which the goods or services meet the district's needs; (20%)	20		19.0	18.7	6.7
The vendor's past relationship with the district; (20%)	20		20.0	20.0	6.7
The impact on the ability of the district to comply with laws and rules relating to HUB's (1%)	1		0.0	0.0	0.0
The total long-term cost to the district to acquire the vendor's goods or services; (4%)	4		3.7	3.7	4.0
Total Points	0 - 100		97.3	93.3	47.0
Vendor Award Recommendation			Award	Award	Do not award
Evaluation Notes					
Evaluators: Bridgett Goodlett, Jennifer Hairrell, Carmella Shafer					