

COLLEGE STATION I.S.D.  
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**PURCHASING OFFICE**

**INTER-DEPARTMENTAL MEMO**

TO: Glynn Walker  
DATE: May 6, 2013  
SUBJECT: Milk and Dairy Products RFCSP #13-005

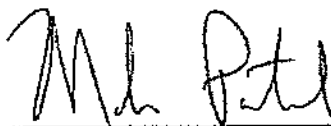
College Station Independent School District and Bryan Independent School District Child Nutrition and Purchasing personnel combined estimated quantities in an effort to obtain the best value and lowest prices for Milk and Dairy Products. Request for Competitive Sealed Proposals (RFCSP) # 13-005, Milk and Dairy Products was mailed by the CSISD Purchasing Department on April 5, 2013 to three vendors, posted on both district's websites and advertised April 5 and April 12, 2013.

Two vendors responded to the RFCSP which opened May 2, 2013. The bidders were:

<u>Vendor Name</u>	<u>CSISD Total Annual Proposal</u>
Borden Dairy	\$433,172.50
Oak Farms Dairy	\$370,967.50

The proposals were evaluated and scored by staff members from both districts using the attached evaluation matrix. Oak Farms Dairy received the highest score based on the criteria in the RFCSP and the prices quoted are lower than what both districts currently pay for these products. A copy of the prices submitted and the estimated annual usage for CSISD is attached.

It is the recommendation of Mark Pantel, Director of Purchasing and Diane Dahm, Director of Child Nutrition to award the Milk and Dairy Products RFCSP to Oak Farms Dairy for an estimated amount of \$370,967.50 for the 2013 -2014 school year. This agreement may be renewed one (1) additional year if agreed upon by both parties sixty (60) days prior to expiration.



Mark Pantel, Director of Purchasing



Diane Dahm, Director of Child Nutrition