**Board Memo**

**DATE:** 5/27/2021

**AGENDA ITEM DETAILS:**

**School/Department**

Food Services

**Product Vendor or Grant Issuer**

SMART Systems

**Product or Grant Name**

Sanitation Servies for Food Services

**Date/Term (Beginning and End Dates/Year)**

July 1, 2021 - June 30, 2022

**APPLICABLE BOARD POLICY:**

04.32 Model procurement Code Purchasing

**DESCRIBE USE OF CONTRACT/PURCHASE/AGREEMENT**

Sanitation services for Food Services was awarded in 2017 via a bid to Smart Sytems with 4 renewal options. Food Services wishes to exercise the 4th renewal option for this bid award. Smart Systems also wishes to renew the award for the 2021-2022 school year at the same rates except for an increase in the cost of disposable gloves. Due to the Covid-19 pandemic, the cost of disposable gloves has increased 300%. Together with the addtion of Steeplechase Elementary School the net increase in total charges is 32% ($29,470).

Note: The initial award term was for a period Januray 1 - December 31. The term is being modified for this last renewal to match the school year of July 1, 2021 - June 30, 2022.

**FUNDING FOR PURCHASES AND OTHER REQUESTS:**

**Total Cost**

$121,638.00

**Funding Source**

Food Services

 **\*If more than one funding source, list below along with amount or percent for each source**

N/A

**IF THIS IS A GRANT, ENTER AMOUNT TO BE AWARDED:**

N/A

**RECOMMENDATION:**

I recommend approving the renewal of sanitation services with Smart Systems for the 2021-2021 school year, as presented

**CONTACT PERSON: (submitter)**

Jehan M. Ghouse, Purchasing Administrator