**Board Memo**

**DATE:** 5/26/2022

**AGENDA ITEM DETAILS:**

**School/Department**

Food Services

**Product Vendor or Grant Issuer**

Smart Systems

**Product or Grant Name**

Sanitation System

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

July 1, 2022 – June 30, 2023

**APPLICABLE BOARD POLICY:**

04.32 - Model Procurement Code Purchasing

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

Food Services contracts out for standardized sanitation program and procedures within the district. We recently conducted an RFP that was due May 26, 2022. The only proposal received was evaluated using the criteria specified in the RFP. The proposal asked for a service to provide training, problem solving, inventory replacement, gloves and reports to detail all the work done. The term is for 1 year with the option of 4 additional 1 year terms. This vendor is the same vendor that submitted the bid in 2017 and has been providing the service to the District.

**FUNDING FOR PURCHASES AND OTHER REQUESTS:**

**Total Cost**

Billed monthly for $10,736.80 for a total of $107,368.00

**Funding Source**

General Fund

 **\*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 the SMART Systems proposal be accepted as presented.

**CONTACT PERSON: (submitter)**

Roxanne Collins, Purchasing Administrator