



ALVIN INDEPENDENT SCHOOL DISTRICT

Mickie Dietrich
Director of Purchasing
Adeanna Marquez
Contracts-Buyer

March 8, 2022

TO: RORY S. GESCH

FROM: MICKIE DIETRICH

SUBJ: Request for Award of Proposal #2203 CHILD-NUT SMALLWARES PROPOSAL

This proposal was established to qualify approved vendors under the State Purchasing Guidelines CH Legal and Education Code 44.031(a) whereby school districts are required to utilize a competitive bidding method that provides the best value for the district when making purchases valued at \$50,000 or more in **the aggregate** for a 12-month period. To satisfy this state law, Alvin ISD extended this proposal.

The proposal was extended based on prior year's usage, staff requests and vendor requests. Additional information on the proposal was extended through the legal notice in our county newspaper, emails to budget managers as well as the District website to solicit participation in our bidding process. Additionally, 8 vendors were extended packets through mail, fax and email. The District received 7 qualified responses. This proposal provided pricing for over 161-line items. Below is the legend for the awarded line items:

\$0.00	Items bold, italicized and highlighted are proposed for award meeting the terms and conditions outlined in the proposal.
DQ \$0.00	Sam Tell and Missions' proposal pricing was disqualified as they requested a 50% deposit on all purchases. Under the ARM regulations, this is not an allowable expense. Propose next lowest vendor meeting the terms and conditions of the proposal.
DQ \$0.00	Under the terms and conditions of the bid proposal, delivery was to be included in the pricing, Act Mart did not meet these terms, propose award to the next lowest vendor.
TIE \$0.00	Item # 52 and # 63 - a TIE bid proposal pricing was submitted on these items. Under the Scoring Criteria of the proposal, Trimark had the higher score. Propose award to Trimark.
Alt	Under the terms and conditions of the proposal, Alternates submitted were to include specification sheets for review. None of the vendors submitted the specification sheets; therefore, award went to the next lowest vendor.

This proposal is requested for award under a one-year contract with 2 additional one (1) year term renewal extension as long as both parties agree to the terms of the contract for use on an as needed basis and funds are available for these commodities. Renewal of this contract is not anticipated until March, 2025. Additional proposals of this nature will be extended for vendor participation; however, this will not disqualify any vendors awarded under this contract.

Attached please find the database information that details the approved qualified vendor information. Request approval for award to all vendors meeting specifications outlined under the #2203 Child Nut-Smallwares Proposal as an exclusive award.