



# **SCHOOL BOARD ACTION REPORT**

**DATE:** June 20, 2018  
**FROM:** Dr. Larry Nyland, Superintendent  
**LEAD STAFF:** Pegi McEvoy, Assistant Superintendent of Operations  
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**For Introduction:** 6/27/2018  
**For Action:** 7/11/2018

## **1. TITLE**

Recommendation to award Fluid Milk Products, Miscellaneous Dairy Products and Juice Products Bid B02845

## **2. PURPOSE**

This board action would approve a \$969,922.00 contract to provide dairy and juice products for the district's breakfast, lunch and afterschool snack programs for 2018-2019, providing access to nutritious meals to all students in the district.

## **3. RECOMMENDED MOTION**

I move that the School Board authorize the Superintendent to execute a contract with Dairy Fresh Farms, Inc., covering the period from September 1, 2018 to August 31, 2019, in the amount of \$969,922.00 for Fluid Milk Products, Miscellaneous Dairy Products and Juice Products, with any minor additions, deletions, and modifications deemed necessary by the Superintendent, and to take any necessary actions to implement the contract. This contract has annual renewal options for two additional years.

## **4. BACKGROUND INFORMATION**

### **a. Background**

The existing contract for Fluid Milk Products, Miscellaneous Dairy Products and Juice Products expires on August 31, 2018. The District advertised this contract in April, 2018. One bid was received on May 8, 2018, from Dairy Fresh Farms, Inc. in the amount of \$969,922.00 annually.

The quantities in this bid represent an estimate of the various products required to support the School Breakfast, Lunch and Afterschool Snack programs. The actual quantities to be purchased may vary depending on internal changes and student participation. For the Fluid Milk Products and for the Miscellaneous Dairy Products, prices are firm for 90 days after the bid opening and thereafter are subject to escalation, up or down, based upon cost changes in Class I and Class II milk and butterfat differential as determined by the Puget Sound Federal Milk Marketing Order or any Marketing Order established by authority of an agency of the State of Washington. Prices for Juice Products are firm for the contract period. Nutrition Services has historically been able

to manage monthly price fluctuations for these products and will maintain this contract at the same approximate cost as in 2017-18.

The quantities in this bid represent an estimate of the various products required to support the School Breakfast and Lunch programs. The actual quantities to be purchased may vary depending on internal changes and student participation.

This contract has annual renewal options for two additional years.

b. Alternatives

No alternatives have been identified due to the requirement for dairy products in meal programs.

c. Research

National School Lunch and National School Breakfast meal patterns require that sponsors offer 8 oz. fluid milk in a variety of fat contents with all meals. In addition, yogurt is identified as a meat/meat alternate component, and juice may be offered as a fruit component in limited quantities.

**5. FISCAL IMPACT/REVENUE SOURCE**

Fiscal impact to this action will be \$969,922.00 for the 2018-19 school year.

The revenue source for this motion is Nutrition Services Food Budget.

Expenditure:  One-time  Annual  Multi-Year  N/A

Revenue:  One-time  Annual  Multi-Year  N/A

**6. COMMUNITY ENGAGEMENT**

With guidance from the District's Community Engagement tool, this action was determined to merit the following tier of community engagement:

Not applicable

Tier 1: Inform

Tier 2: Consult/Involve

Tier 3: Collaborate

This formal bid was for food products to support the School Breakfast and Lunch programs with specifications that meet U.S. Department of Agriculture guidelines.

**7. EQUITY ANALYSIS**

Nutrition Services provides meal service to students in a non-discriminatory manner per school board policy and U.S.D.A. guidelines. The Equity Analysis Tool was not run for this contract but the contract supports our mission that students have equitable access to food.

**8. STUDENT BENEFIT**

Dairy and juice products are an important component of appetizing, nutritious breakfasts and lunches that are appealing to students and provide them needed nutrition.

**9. WHY BOARD ACTION IS NECESSARY**

- Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)
- Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)
- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract
- Legal requirement for the School Board to take action on this matter
- Board Policy No. \_\_\_\_\_, [TITLE], provides the Board shall approve this item
- Other: \_\_\_\_\_

**10. POLICY IMPLICATION**

Per Policy No. 6220, Procurement, any contract over \$250,000 must be brought before the Board for approval. Per Policy No. 6705, Food Service and Student Nutrition, dairy and juice products are necessary to furnish students with nutritious breakfasts and lunches.

**11. BOARD COMMITTEE RECOMMENDATION**

This motion was discussed at the Operations Committee meeting on June 7, 2018. The Committee reviewed the motion and moved it forward to the full board with a recommendation for approval.

**12. TIMELINE FOR IMPLEMENTATION**

Upon Board approval, the Fluid Milk, Misc. Dairy & Juice Products Agreement will be executed to initiate services beginning September 1, 2018.

**13. ATTACHMENTS**

None