




Interoffice Memorandum

APPROVED BY ORANGE
COUNTY BOARD OF COUNTY
COMMISSIONERS

August 24, 2016

BCC Mtg. Date: September 20, 2016

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM:  Carrie Woodell, Manager, Procurement Division

CONTACT: Milagros Font, Senior Program Manager, Head Start Division
407-836-8914

SUBJECT: Award of Invitation for Bids Y16-1113-MG
Head Start Child Care Food Program

ACTION REQUESTED:

Approval to award Invitation for Bids Y16-1113-MG, Head Start Child Care Food Program, to the low responsive and responsible bidder, Second Harvest Food Bank of Central Florida, Inc. dba Meals For Good, in the estimated contract award amount of \$1,441,145.32 for a 1-year term. The Head Start Division anticipates the entire estimated contract amount will be ordered during the initial contract term. Further request authority for the Procurement Division to renew the contract for two additional 1-year periods.

PROCUREMENT:

This contract provides meals (breakfast, lunch and afternoon snacks) to all Head Start locations throughout the county.

FUNDING

Funding is available in account 7006-062-7522-4135. Funds for this program are reimbursed by the State of Florida.

APPROVALS:

The Head Start Division and Florida Department of Health concur with this recommendation.

REMARKS:

Three bids were received from State of Florida approved vendors. The bids were evaluated for price, responsiveness and responsibility. The low bid submitted by Second Harvest Food Bank of Central Florida, Inc. dba Meals for Good is considered reasonable based on the technical analysis by staff.

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Award of Invitation for Bids, Y16-1113-MG
Head Start Child Care Food Program

The bid tabulation is provided below:

Bid Tabulation

Second Harvest Food Bank of Central Florida Inc. D.B.A Meals for Good
Total Price \$1,441,145.32

Meals on Wheels, ETC.
Total Price \$1,441,816.20

G.A. Food Services Inc.
Total Price \$1,481,473.88