CA091354

SHELBY COUNTY BOARD OF COMMISSIONERS
AGENDA ROUTE SHEET

Referred to Commission Committee (name) _____

For Commission Action on (date) **9/8/08**

DESCRIPTION OF ITEM: RESOLUTION APPROVING EXPENDITURE OF FUNDS IN THE AMOUNT OF $2,728,452.04 TO VARIOUS VENDORS FOR STAPLE GROCERIES FOR VARIOUS DEPARTMENTS OF SHELBY COUNTY GOVERNMENT. THIS ITEM REQUIRES EXPENDITURE OF COUNTY GENERAL FUNDS IN THE AMOUNT OF $2,728,452.04.

SPONSORED BY COMMISSIONER DEIDRE MALONE

CHECK ALL THAT APPLY BELOW:

_____ This Action does NOT require expenditure of funds.

X This Item requires/approves expenditure of funds as follows (complete all that apply):

County General Funds: **$2,728,452.04**; County CIP Funds- $_____

State Grant Funds: $_____; State Gas Tax Funds: $_____

Federal Grant Funds: $_____

Other funds (Specify source and amount): $_____

Other pass-thru funds (Specify source and amount): $ _____

Originating Department: PURCHASING
APPROVAL:

	(Type your name & phone #.)	(Initials)	(Date)
Dept. Head:	Clifton Davis 545-4299	CD	8/18/08
Elected Official:			
Division Director:	Grace Hutchinson 545-4429		8/18/2008
CIP – A&F Director:			
Finance Dept.	Mike Swift (A Smith 8-18-08)	MS	8/18/08
County Attorney:	Kathy Johnson #4362 ~~Lisa Kelly 545-4963~~	KJ	8/18/08
CAO/Mayor:	James F. Huntzicker 545-4514		8/18/08

SUMMARY

I. Description of Item

The Shelby County Government has a need to purchase staple groceries for the various departments.

Sealed bids were requested and received on May 6, 2008 from various vendors.

II. Source and Amount of Funding

The total estimated amount of this award is $2,728,452.04.

Purchase orders will be issued by the Purchasing Department by department subject to the availability of funds at the time the purchase order is issued.

III. Contract Items

A. Type of Contract - N/A

B. Terms - The period of award is from award date through June 30, 2009.

The award has no options to renew.

IV. Additional Information Relevant to Approval of this Item

The Administration recommends approval of this Resolution.

ITEM #_____ PREPARED BY: Bernita Poole

COMMISSIONER Deidre Malone APPROVED BY: _____

Resolution approving expenditure of funds in the amount of $2,728,452.04 to various vendors for staple groceries for various departments of Shelby County Government. This item requires expenditure of County General Funds in the amount of $2,728,452.04.

SPONSORED BY COMMISSIONER DEIDRE MALONE

WHEREAS, The Shelby County Government has a need to purchase staple groceries for various departments; and

WHEREAS, Sealed bids were requested and received on May 6, 2008 with various bids meeting specifications being submitted in the total estimated amount of $2,728.452.04; and

WHEREAS, The period of award is from date of award through June 30, 2009 and contains no options to renew; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SHELBY COUNTY, TENNESSEE, That the expenditure of funds in the total estimated amount of $2,728,452.04 for staple groceries is hereby approved.

BE IT FURTHER RESOLVED, That the Purchasing Department is authorized to issue purchase orders for staple groceries from the FY 08-09 Operating Budgets subject to the availability of funds in each account number at the time the purchase order is issued.

BE IT FURTHER RESOLVED, That the County Mayor and the Director of Administration and Finance are authorized to issue their warrant or warrants in amounts not to exceed $2,728,452.04 for the purposes contained in this resolution and to take proper credit in their accounting therefor.

_____
A C Wharton, Jr. County Mayor

Date: _____

ATTEST:

_____
Clerk of County Commission

ADOPTED _____

PURCHASING DEPARTMENT
160 NORTH MAIN, ROOM 550
MEMPHIS, TN 38103
545-4360

TO: CLIFTON DAVIS
PURCHASING DEPARTMENT

FROM: DEBBIE CAIRNCROSS (dc)
PURCHASING DEPARTMENT

DATE: AUGUST 13, 2008

RE: APPROVED RECOMMENDATION SHEET (FINAL APPROVAL OF AWARD BY BOARD OF COMMISSIONERS REQUIRED)

Attached is a copy of the approved recommendation sheets for award of the Sealed Bid referenced below:

REFERENCE: BID NO.: **SEALED BID NUMBER I001371**
DUE DATE: **MAY 6,2008**
DESCRIPTION: **STAPLE GROCERIES**

It is necessary that the award of this bid receive approval by the Board of Commissioners before issuance of a purchase order or the signing of a contract by the County.

Please prepare the commission packet including the applicable contract documents, bonds, certificate of insurance, etc. and return the complete packet to Bernita Poole in the Contract Section of the Purchasing Department for further routing.

Your contract, if required, should include or incorporate the Bid Specification. If there are fund sources other than County General Funds or CIP which partially or wholly fund this contract (e.g. State or Federal), it is mandatory that all restrictions or requirements which attach to these funds be included in your contract.

Also, if bid specifications includes multiple renewal periods please include renewals in your resolution and contract.

By way of this memo, we are notifying the Office of E.O.C. Information (Contract Compliance Status Reports, etc.) required for inclusion in the commission packet to my attention in Purchasing. Upon receipt I will forward it to the Contract Administration Section for further processing.

Attachments

cc: Carolyn Watkins, Admin., E.O.C. Office
Bernita Poole, Contract Administration
Sealed Bid File
rtltrl.frm

SHELBY COUNTY PURCHASING DEPARTMENT
SEALED BID RECOMMENDATION SHEET
SEALED BID NO: I001371 DATE DUE: 5/6/08

TITLE OR DESCRIPTION OF BID

YES	NO	REQUIREMENTS
	x	CIP PROJECT
x		BOARD OF COMMISSION APPROVAL
	x	CONTRACT
	x	SURETY (BONDS, ETC.)
	x	CERTIFICATE OF INSURANCE
		E.O.C.REPORTS ATTACHED AND
x		CERTIFIED BY ADMINISTRATOR
x		COPY TO DEPARTMENT
x		COPY TO DIVISION DIRECTOR
x		COPY TO E.O.C.

STAPLE GROCERIES

DEPARTMENT(S) VARIOUS
CONTACT(S) VARIOUS

DESCRIPTION	NO.
TOTAL NUMBER RFB SENT OUT	53
TOTAL NUMBER BIDS RECEIVED	10
NUMBER OF RESPONSES UNOPENED	
(NO E.O.C. CERTIFICATION)	00

VENDOR	EOC RATING	TOTAL AWARD
BENCHMARK FOODS	D	$ 9,845.80

ITEM NUMBERS: 269, 335, 337

CONSOLIDATED FOODS	D	$ 1,041,216.82

ITEM NUMBERS: 1, 2, 5, 8, 9, 13, 15, 17, 18, 27, 30, 34, 36, 39, 43, 44, 45, 46, 50, 57, 60, 63, 70, 75, 76, 77, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 95, 101, 103, 104, 107, 111, 112, 113, 114, 115, 116, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 145, 146, 149, 151

FRESH SLICES	A	$ 112,114.06

ITEM NUMBERS: 51, 82, 94, 96, 189, 195, 201, 217, 221, 227, 228, 229, 230, 231, 232, 233, 235, 237, 238, 239, 245, 246, 249, 280, 293, 296, 310, 311, 313, 316, 317, 318, 319, 320, 321, 323, 325, 328, 334, 336, 342, 343, 349, 353, 354, 355, 356, 357, 359, 361, 369, 370, 371, 375, 376, 377, 385, 386

GOOD SOURCE	B	$ 308,856.08

ITEM NUMBERS: 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165

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SHELBY COUNTY PURCHASING DEPARTMENT
SEALED BID RECOMMENDATION SHEET
SEALED BID NO: I001371 DATE DUE: 5/6/08

STAPLE GROCERIES

VENDOR	EOC RATING	TOTAL AWARD
GORDON FOODS	F	$ 597,492.40
ITEM NUMBERS: 4, 6, 14, 19, 20, 21, 22, 24, 28, 31, 32, 33, 35, 38, 41, 47, 48, 49, 52, 53, 54, 56, 59, 68, 69, 71, 73, 74, 80, 93, 100, 118, 119, 120, 144, 147, 148, 150, 153, 167, 168, 169, 170,171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184 185, 186, 187, 190, 191, 192, 193, 194, 196, 197, 198, 199, 200, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 218, 219, 220, 222, 223, 224, 225, 226, 234, 236, 240, 241, 242, 243, 247, 248, 250, 251, 252, 253, 254, 257, 258, 259, 260, 261, 262, 263, 265, 266, 267, 270, 271, 272, 274, 275, 276, 277, 278, 279, 281, 282, 283, 284, 285, 286, 287, 288, 289, 294, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 312, 314, 315, 327, 329, 330, 331, 332, 333, 338, 339, 340, 341, 345, 346, 347, 350, 351, 352, 358, 360, 362, 363, 364, 365, 366, 367, 368, 372, 373, 374, 378, 379, 380, 381, 382, 383, 384, 387, 388		
HARDINS-SYSCO	B	NO AWARD
MTJ WILLIAMS	A	$ 30,584.46
ITEM NUMBERS: 166, 188, 202, 244, 255, 256, 264, 268, 273, 290, 291, 292, 295, 307, 308, 309, 322, 324, 326, 344, 348		
ROBBINS SALES	D	$ 61,187.50
ITEM NUMBERS: 3, 12, 23		

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SHELBY COUNTY PURCHASING DEPARTMENT
SEALED BID RECOMMENDATION SHEET
SEALED BID NO: I001371 DATE DUE: 5/6/08

STAPLE GROCERIES

VENDOR	EOC RATING	TOTAL AWARD
SHAVER	A	$ 505,634.92
ITEM NUMBERS: 7, 10, 11, 16, 26, 37, 40, 55, 58, 61, 62, 64, 65, 66, 67, 72, 79, 81, 97, 99, 98, 102, 105, 106, 108, 109, 117, 152, 154		
SOMERSET	A	$ 61,520.00
ITEM NUMBERS: 25, 29, 42, 78, 110		

TOTAL BID AWARD $ 2,728,452.04

RECOMMENDATION: ON THE BASIS OF THE LOWEST RESPONSIVE BIDS RECEIVED AND WITH THE CONCURRENCE OF THE USING DEPARTMENT, I HEREBY RECOMMEND THE AWARD OF THIS BID TO THE **ABOVE GROUP OF VENDORS.**

AWARD PERIOD IS FROM AWARD DATE THROUGH JUNE 30, 2009. QUANTITIES INDICATED ARE ONLY ESTIMATES. THERE SHALL BE ABSOLUTELY NO GUARANTEED ORDER QUANTITIES AND/OR DOLLAR(S) AMOUNT TO BE PURCHASED AGAINST THIS BID. UNIT PRICE QUOTED SHALL BE GUARANTEED FIRM.

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SHELBY COUNTY PURCHASING DEPARTMENT
SEALED BID RECOMMENDATION SHEET
SEALED BID NO: I001371 DATE DUE: 5/6/08

STAPLE GROCERIES

THIS AWARD REQUIRES BOARD OF COMMISSION APPROVAL

Deborah Cairncross, 8/11/08
Deborah Cairncross, Buyer / Date

, 8/11/08
Clifton Davis, Administrator of Purchasing/Date

I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT BID **I001371** DATED **5/6/08** IS IN COMPLIANCE WITH PROCEDURES AS STATED IN THE SHELBY COUNTY COMMISSION RESOLUTION NO. 50 ON PURCHASING DEPARTMENT POLICY, DATED 2/4/80.

Deborah Cairncross
For the Shelby County Purchasing Department

DATE SWORN TO AND SUBSCRIBED BEFORE ME AT MEMPHIS, TENNESSEE ON THIS 11th DAY OF August, 2008

Notary Public

MY COMMISSION EXPIRES:
March 4, 2009
My Commission Expires

SONJA H. WORTHY
STATE OF TENNESSEE NOTARY PUBLIC
SHELBY COUNTY

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