



NEW HAVEN PUBLIC SCHOOLS

P: (475) 220-1610

To: New Haven Board of Education Finance and Operations Committee
From: Thomas Lamb, Chief Operating Officer
Gail Sharry, Executive Director
Michael Gormany, City Budget Director
Date: Friday, June 8, 2023
Re: Fiscal year 2023-24, Award of Contract for NHPS Food Service for Direct Commodity Purchase

Executive Summary: Approval is requested for an award of contract(s) under RFP# 2023-03-1535

for the purchase of Direct Commodity Purchase for fiscal year 2023-24 for NHPS Food Service. NHPS Food Service. NHPS Food Service use these items to service our USDA National School Lunch Program, Breakfast Program, After School Snack Program, At Risk Supper Program and At Risk Snack Program, as well as the SFSP Summer Program for Breakfast, Lunch And Suppers.

Table with 7 columns: Vendor Number, Vendor Name, Vendor Address, City, State, Zip, Award Amount not to Exceed, Minority or Women Owned Small Business?, Renewal or Award of Contract/Agreement. Row 1: 55212, Momentum Backpack Yogurt, 937-D Nixon drive, Mechanics burg, PA 17055, \$25,000.00, Award

Contract or Agreement #: TBD

Funding Source & Account #: 25215200-55587

Key Questions: (Please have someone ready to discuss the details of each question during the Finance & Operations meeting or this proposal might not be advanced for consideration by the full Board of Education):

- 1. What specific service will the contractor provide:
a. The vendor(s) will provide Yogurt food products for the NHPS Food Service program.
2. How was the contractor selected? Quotes? RFP? Sealed Bid or Sole Source? Please describe the method of selection including other sources considered and the rationale for selecting this vendor.
a. The vendor was selected via the City of New Haven's procurement portal, Bonfire, through a request for proposal (RFP) process, based on the award criteria set forth in the solicitation and procurement procedures set by the New Haven Board of Education, City of New Haven, and the USDA.
3. If this is a renewal with a current vendor, has the vendor's performance been satisfactory under the existing contract or agreement?
a. This is not applicable as this is a new award.



4. If this Contract/Agreement is a Renewal has cost increased? If yes, by how much?
 - a. This is not applicable as this is a new award.

5. If this Contractor is New has cost for service increased from previous years? If yes, by how much?
 - a. Vendor(s) are evaluated throughout the school year based on product sensory (food evaluation) delivery expectations, customers service, and other criteria set at the beginning of the school year.
 - b. Food cost has increased from an overall pricing standpoint, especially due to the pandemic.
 - c. The contractor(s) have been used in prior years with no issues.

6. Is this a service existing staff could provide? Why or why not?
 - a. Staff could not perform these services as this is an RFP for food products.

Momentum/Backpack Yogurt	
School Year	Total Cost
2022-2023**	\$ 13,333.22
2021-2022	\$ -
2020-2021*	\$ -
2019-2020*	\$ -
2018-2019	\$ -

*Covid Year

**Current YTD

Contract Number 2023-03-1535

Contract Name Direct Commodity Purchase

Contract Period July 01, 2023 to June 30, 2024

Contractor Momentum Brand Solutions

Award Amount \$25,000

Bid Number	Category	Item Specification	Item Description	Description	UOM	Quantity	Commodity Bid Price	Commodity Case Packing Size	Commodity Per Case Price	Commodity Product Code	Commercial Bid Price	Commercial Case Packing Size	Commercial Per Case Price	Commercial Product Code (What Will Appear on Invoice)	Vendor Notes or Comments	Commodity Total Price	Commercial Total Cost	bid
#11-1	Yogurt, Shelf Stable	Yogurt, 4oz cup	assorted flavors, 4 oz meets 1oz m/ma, 12 grams sugar or less, no artificial flavor or colors, prefer Backpack yogurt or equal	Cup(4oz)	Portion (1 m/ma)	10000	\$ 0	0	\$ 0	0	0.49	48	23.5	BPV100,SBTY100,SBY100,DTY100,WFH100	Pricing based on 2 pallet minimum, single flavor per pallet	\$0.0000	\$4,900.0000	Bid