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DEPARTMENT OF
FINANCE

PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

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BUILDING FOUR
SACRAMENTO, CA
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April 25, 1995

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City Council
Sacramento, California

Honorable Members In Session:

**SUBJECT: ADOPTION OF SPECIFICATIONS AND AWARD OF BID NO. 1663,
GROCERIES, IN A TOTAL AMOUNT NOT TO EXCEED \$110,000.00**

LOCATION AND COUNCIL DISTRICT

City-wide - All Districts

STAFF RECOMMENDATION

It is recommended that, in the best interest of the City, the City Council adopt the specifications used in the bidding process and accept the lowest responsible bids submitted for the contracts resulting from Bid No. 1663 for Groceries. Award is being recommended to Hangtown Meats Inc., 6414 Capitol Ave., Diamond Springs, CA 95619, in a total amount not to exceed \$20,000.00 and Allied Sysco, 5900 Stewart Ave., Fremont, CA 94538, in a total amount not to exceed \$90,000.00.

CONTACT PERSON: Karen Parrottino, Buyer II, 433-6240

FOR COUNCIL MEETING OF: April 25, 1995

SUMMARY

Attached is a tabulation of sealed bids received by the City Clerk for furnishing supplies in accordance with the specifications used in the bidding process, and recommendation of bid award for Groceries, in a total amount not to exceed \$110,000.00.



**BID TABULATION SHEET FOR
BID NO. 1663 - GROCERIES**

Bidder	Exhibit I Group A	Exhibit I ⁽¹⁾ Group B	Exhibit I Group C	Exhibit I Group D	Exhibit I Group E	Exhibit I Group F	Exhibit II Group A	Exhibit II Group B
Hangtown Meats Inc.	No Bid	No Bid	<u>\$ 45.50</u>	No Bid	No Bid	No Bid	No Bid	No Bid
The Barkley Meat Co.	No Bid	No Bid	\$ 45.60 ⁽²⁾	No Bid	No Bid	No Bid	No Bid	No Bid
Allied Sysco	<u>\$5,648.52⁽³⁾</u>	No Bid	No Bid	<u>\$ 712.71</u>	<u>\$ 390.91</u>	<u>\$ 182.51</u>	<u>\$1,710.16</u>	<u>\$ 250.55</u>
Rykoff-Sexton	\$5,179.11 ⁽²⁾	\$ 285.84 ⁽²⁾	\$ 352.65 ⁽²⁾	\$ 410.21 ⁽²⁾	No Bid	No Bid	\$1,692.19 ⁽²⁾	\$ 276.57

⁽¹⁾Group B will not be awarded⁽²⁾ Incomplete bid⁽³⁾ Totals adjusted for mathematical errors

Total Award of Contracts To:
Exhibit I - Group C
Hangtown Meats Inc.
6414 Capitol Ave.
Diamond Springs, CA 95619
\$20,000.00

Exhibit I - Groups A, D, E, F and Exhibit II - Groups A and B
Allied Sysco
5900 Stewart Ave.
Fremont, CA 94538
\$90,000.00

Original Estimated Cost: \$130,000.00

Using Department: Neighborhood Services

Total Amount of Contracts: Not to Exceed \$110,000.00*

Due Date: April 5, 1995

*Bids represent the total for those items selected for evaluation purposes only. Authorization is being requested to enter into contracts in a total amount not to exceed \$110,000.00 per year, which more closely reflects the actual amount to be expended each year of this potential 3 year contract.

Total No. of
Bids Solicited
13

No. of M/WBE
Bids Solicited
7

No. of M/WBE
Responses
0

Award to
M/WBE Vendor?
No



BACKGROUND

This contract will be used by Camp Sacramento and the 4th R Latchkey Program. It is for groceries and miscellaneous supplies as may be required by these organizations during the contract period.

Specifications for Bid No. 1663 were publicly advertised and mailed by the City Clerk. Initial advertising and mailing to vendors, bid advertising firms and minority outreach agencies began on March 15, 1995. Sealed bids were publicly opened by the Clerk on April 5, 1995.

The following is a summary of the recommendation for contract award:

<u>Bidder</u>	<u>Award Items</u>	<u>Contract Amount</u>
Hangtown Meats Inc. 6414 Capitol Ave. Diamond Springs, CA 95619	Exhibit I - Group C	\$20,000.00*
Allied Sysco 5900 Stewart Ave. Fremont, CA 94538	Exhibit I - Groups A, D, E and F Exhibit II - Groups A and B	\$90,000.00*

* Bids represent the total for those items selected for evaluation purposes only. Authorization is being requested to enter into contracts in a total amount not to exceed \$110,000.00 per year, which more closely reflects the actual amount to be expended each year of this potential 3 year contract.

FINANCIAL CONSIDERATIONS

Funds for this purchase are available in various budget lines for both the 4th R Latchkey Program and Camp Sacramento.

ENVIRONMENTAL CONSIDERATIONS

Ongoing administrative and maintenance activities, such as purchases of supplies, equipment or materials which are not made for purposes of a public works construction project, do not constitute a "project" and are exempt from the California Environmental Quality Act (CEQA). CEQA Guidelines, Sections 15061(b)(1), 15378(b)(3).

POLICY CONSIDERATIONS

This recommendation is consistent with the requirements for competitive bidding as detailed in Title 57 of the Sacramento City Code.

MBE/WBE EFFORTS

Requests for bid (RFB) were sent to 13 vendors, 7 of which are M/WBE firms. The names of the M/WBE firms were obtained from the City bid list and by researching the East Bay Municipal Utility District (EBMUD) Minority and Women Business Enterprise 1992-93 Directory, the City of Oakland MBE/WBE Directory and the State of California, Summer 1994 Disadvantaged Business (DB) and Women Business Enterprise (WBE) List. In addition, the RFB was sent to several bid advertising agencies, including the Small Business Exchange and the Sacramento Minority Business Development Center (NEDA).


This bid included provisions for a five percent (5%) bid evaluation preference, not to exceed \$25,000.00 total, for City-certified, preference-eligible M/WBE firms. Of the four bids received, none was from a Minority/Woman-Owned Business Enterprise.

Respectfully Submitted,



Robert B. Holbrook
Procurement Services Manager

RECOMMENDATION APPROVED:



William H. Edgar
City Manager

1 Attachment