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# SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

January 5, 1981

MANAGER'S OFFICE  
**RECEIVED**  
JAN 14 1981

Housing Authority of the  
City of Sacramento  
Sacramento, California

Honorable Members in Session:

**CITY GOVERNING BOARD**

- PHILLIP L. ISENBERG, MAYOR
- LLOYD CONNELLY
- BLAINE H. FISHER
- THOMAS R. HOEBER
- DOUGLAS N. POPE
- JOHN ROBERTS
- LYNN ROBIE
- ANNE RUDIN
- DANIEL E. THOMPSON

**SUBJECT:** Bid Specifications for Disposable Food Serving Supplies for the Sacramento Elderly Nutrition Program, Authorization to Solicit Bids and Award of Contract(s)

**SUMMARY**

**COUNTY GOVERNING BOARD**

- ILLA COLLIN
- C. TOBIAS (TOBY) JOHNSON
- JOSEPH E. (TED) SHEEDY
- SANDRA R. SMOLEY
- FRED G. WADE

By the attached resolution you (1) approve the enclosed specifications for disposable food serving supplies for the Sacramento Elderly Nutrition Program and its Purchasing Cooperative members; (2) authorize solicitation of public bids; and (3) award purchasing contract(s) to the responsible low bidder(s) for these products. The quantities specified are for a six-months period, beginning February, 1981 (estimated). The estimated total cost for these purchases requires public bid solicitation.

**EXECUTIVE DIRECTOR**  
WILLIAM G. SELINE

P.O. Box 1834  
SACRAMENTO, CA 95809  
630 I STREET  
SACRAMENTO, CA 95814  
(916) 444-9210

**BACKGROUND**

The Sacramento Elderly Nutrition Program semi-annually goes out to bid for bulk purchase of disposable food serving supplies required for its meal services at the nutrition sites and five other local elderly nutrition programs who have entered into cooperative purchasing contracts with the Sacramento Elderly Nutrition Program to reduce costs for these products through quantity discounts.

Since bidders, for the most part, guarantee prices only for a limited time, authorization to award purchase contract(s) to responsible low bidder(s) is also requested at this time.

**FINANCIAL DATA**

The estimated total cost for the specified products is \$28,600. The Sacramento Elderly Nutrition Program's share of the bulk purchases is funded by a Title III-C grant under the Older Americans Act. The remainder of the products will be paid for by the Purchasing Cooperative members.

**APPROVED**  
SACRAMENTO HOUSING AUTHORITY

Date 1/20/81

# SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Housing Authority of the  
City of Sacramento  
January 5, 1981  
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## VOTE AND RECOMMENDATION OF COMMISSION

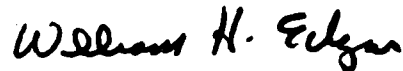
At its regular meeting on January 5, 1981, the Sacramento Housing and Redevelopment Commission adopted a motion recommending the approval of the attached resolution. The votes were recorded as follows:

AYES: Coleman, Knepprath, Luevano, A. Miller, Serna,  
Teramoto, Walton, B. Miller  
NOES: None  
ABSENT: Fisher

## RECOMMENDATION

The staff recommends approval of (1) the enclosed specifications for disposable food serving supplies for the Sacramento Elderly Nutrition Program and its Purchasing Cooperative members; (2) authorization for public bid solicitation; and (3) award of purchasing contract(s) to the responsible low bidder(s) for these products.

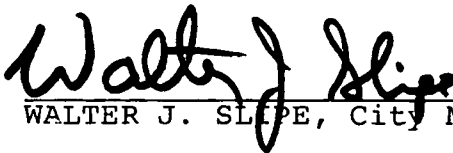
Respectfully submitted,



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WILLIAM H. EDGAR  
Interim Executive Director

TRANSMITTAL TO COUNCIL:



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WALTER J. SLUPE, City Manager

Contact Person: Monika Curry

RESOLUTION NO. HA 81-003

Adopted by the Housing Authority of the City of Sacramento

January 13, 1981

APPROVING SPECIFICATIONS, AUTHORIZING  
PUBLIC BID SOLICITATION AND AWARD OF  
PURCHASING CONTRACTS FOR DISPOSABLE  
FOOD SERVING SUPPLIES

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF  
SACRAMENTO:

Section 1. The bid specifications for disposable food  
serving supplies are hereby approved.

Section 2. The Executive Director is hereby authorized  
to solicit public bids for the disposable food serving supplies  
specified in the bid specifications approved under Section 1. above.

Section 3. The Executive Director is hereby authorized  
to award purchasing contract(s) to the responsible low bidder(s)  
for the products as specified herein.

\_\_\_\_\_  
CHAIRMAN

ATTEST:

\_\_\_\_\_  
SECRETARY

APPROVED  
SACRAMENTO HOUSING AUTHORITY

Date 1/20/81

DO NOT WRITE IN THIS SPACE

# REQUISITION

No 27210

Date 12/19/80 P.O. NO. \_\_\_\_\_

TO: \_\_\_\_\_

PURCHASING DEPARTMENT USE ONLY

TERMS OF SALE	<input type="checkbox"/> 2% 10TH PROX
<input type="checkbox"/> NET 30 DAYS	<input type="checkbox"/>
<input type="checkbox"/> F.O.B. POINT	<input type="checkbox"/> DESTINATION VIA <input type="checkbox"/> BEST WAY
<input type="checkbox"/> SELLER'S PLANT	<input type="checkbox"/> OUR PICK UP <input type="checkbox"/> U.P.S.

Confirming: \_\_\_\_\_

DELIVERY DATE

PLEASE USE SEPARATE LINES FOR EACH ITEM  
ALWAYS INDICATE SIZE, COLOR, QUALITY AND ALL INFORMATION PERTINENT TO ITEM

DO NOT WRITE  
IN THESE COLUMNS

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENSION
1	127	Cs.	Aluminum food trays, 3-compartment, 8 1/2" x 6 1/2" x 1 9/32", oblong, T divider, Kaiser 9399-35 or equal.		
2	32	Rl.	Plastic cling roll, perforated sheets, 10" x 10", 1900 sheet roll.		
3	50	Cs.	Clear plastic trays, oblong, 6 1/2" x 5", 1000/case, Zellerbach #101 or equal.		
4	38	Cs.	Aluminum foil sheets, standard gauge, 12" x 10 3/4", interfold, 12 boxes of 200 sheets each per case.		
5	28	Cs.	Souffle cups, 5 1/2 oz., Lily #550 or equal, 250/box, 20 boxes/case.		
6	10	Cs.	Plastic disposable gloves, wrist-length, large, 100 per box/10 boxes per case.		
7	50	Cs.	Flat paper napkins, 13" x 13 1/2", quarterfold, 8/750 Forenap or equal.		
8	90	Cs.	Paper placemats, 10" x 14", white, 1000/case.		
9	150	Cs.	Plastic knives, medium weight, 6 3/4", 1000/case.		
10	175	Cs.	Plastic forks, medium weight, 6 1/4", 1000/case.		

Suggested Supplier

Deliver to

Required Delivery Date

Deliver Requisition To  
Purchasing Agent,  
SACRAMENTO HOUSING  
AND REDEVELOPMENT AGENCY  
Req. Must Not Be Handed  
To Salesman.

Area Mgr. Ident. Code

Housing Ident. Code

Account No. 553: #1-#5/9004; #6-#26/9003

Work Order No.

Redevelopment Proj. No.

SIGNED BY

(Requisitioner)

APPROVED BY

(Dept. Head)

ORDER DOCUMENTATION  LOWEST PRICE  STANDARD PRICE  PROPRIETARY ITEM   
 ONLY SOURCE  URGENCY  BASIS OF PREVIOUS BEST PRICE

FISCAL

PLEASE USE SEPARATE LINES FOR EACH ITEM ALWAYS INDICATE SIZE, COLOR, QUALITY AND ALL INFORMATION PERTINENT TO ITEM				DO NOT WRITE IN THESE COLUMNS	
ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENSION
11	175	Cs.	Plastic spoons, medium weight, 5 7/8", 1000/case.		
12	370	Cs.	Paper plates, 10 1/4", 3-compartment, Chinet or equal, 500/case, biodegradable.		
13			VOID		
14	20	Cs.	Paper plates, 6", round, Economy, white, fluted, 1000/case.		
15	67	Cs.	Dessert dish, 5-oz. capacity, 1000/case. Paper, foam, plastic acceptable. (Provide a sample.)		
16	47	Cs.	Paper cold drink cups, 10 oz., waxed, Lily Mosaic or equal, 2500/case.		
17	4	Cs.	Paper cold drink cups, 5 oz., must fit LR-5 Sweetheart plastic lid.		
18	180	Cs.	Styrofoam cups, 6 oz., 1000/case.		
19	2	Cs.	Plastic lids to fit 6 oz. styrofoam cup, 1000/case.		
20	1	Bale	Brown paper bags, size #8, 2000/bale.		
21	1	Bale	Brown paper bags, size #46, 1000/bale.		
22	50	Rl.	Masking tape, 1 1/2" wide, 60 yards/roll.		
23	4	Ctn.	Toilet tissue rolls, 500 two-ply sheets/roll, 4 1/2" x 4 1/2", 96 rolls/carton, Crown chiffon #139 or equal.		
24	16	Cs.	Liquid bleach, 6%, 1-gallon plastic containers, 6 gal- lons/case.		
25	36	Gal.	Liquid hand dishwashing detergent, 1-gallon plastic containers.		
26	25	Cs.	Plastic trashcan liners, clear virgin plastic, for 33- gallon cans, 33" x 40", .0014 gauge, 250/case.		
				Estimated Cost:	

PLEASE USE SEPARATE LINES FOR EACH ITEM ALWAYS INDICATE SIZE, COLOR, QUALITY AND ALL INFORMATION PERTINENT TO ITEM				DO NOT WRITE IN THESE COLUMNS	
ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENSION
			DELIVERY: Sacramento Elderly Nutrition Program		
			3013 "D" Street		
			Sacramento, California 95816		
			Monday to Friday, 8:00 a.m. to 1:00 p.m. only.		
			Brand names are used in the specifications only to designate quality.		
			All or none combinations will be accepted.		
			Please supply samples where noted.		
				Estimated Cost:	

