

## **BOARD OF SUPERVISORS AGENDA ITEM SUMMARY**

Requested Board Meeting Date: 10/1/2013

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### **ITEM SUMMARY, JUSTIFICATION and/or SPECIAL CONSIDERATIONS:**

Low Bid: Award of Contracts, Requisition No. 130000000000000415, Palmisano Brothers, Inc, dba Peddler's Son Produce (Headquarters: Phoenix, AZ) and Shamrock Foods Company, (Headquarters: Phoenix, AZ) for Produce (food) for a total five-year award amount of \$1,379,525.00 (annual amount of \$275,905.00). Contracts are for five year terms and include annual review periods. The Award includes the authority for the Procurement Department to reallocate the award amounts among the contracts considering actual usage and anticipated requirements without further action by the Board of Supervisors provided that the sum of the revised contract amounts does not exceed the sum of the contract award amounts.

Funding Source: General Fund. Administering Department: Sheriff's Department.

<u>Contractor (HQ Location)</u>	<u>Five-Year Award Amount</u>
Palmisano Brothers, Inc, dba Peddler's Son Produce, Phoenix, AZ	\$800,000.00
Shamrock Foods Company, Phoenix, AZ	\$579,525.00

### **BACKGROUND**

Pursuant with Pima County Procurement Code 11.12.010 and as requested by the Sheriff's Department, Invitation for Bids #101687 was published in the legal newspaper of Pima County, posted to the Procurement Department Internet site and completed to establish an "as required" contract for Produce. Notice of the solicitation was given directly to all vendors registered with Pima County for relevant commodities, researched and identified by the Procurement Contracts Officer, or provided by the Requesting Department of which seven [7] were classified as SBE.

Pursuant to the published solicitation terms the award is recommended to the responsive and responsible bidders that submitted the low bid.

The bid was structured to allow a primary and secondary vendor to quote on produce each month. Due to seasonality and other volatile market factors, the monthly pricing and competition from two vendors will allow better pricing for this commodity. Each vendor has the opportunity to be the primary vendor in any given month. The low bidder (primary vendor) will receive the produce orders for that month and the other vendor will be used as a back-up vendor.

Peddler's Son Produce was the lowest bidder on the Invitation for Bid and will be the primary vendor for the first month. The award amounts were determined by the initial bid responses and projected usage.

Pursuant to the published solicitation terms the award is recommended to the responsive and responsible bidders that submitted the low bids.

Contract Officer: Hazel D. Houston, 724-8168, Procurement Department

Payment System: AMS

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**CLERK OF BOARD USE ONLY:** BOS MTG. \_\_\_\_\_ ITEM NO. \_\_\_\_\_