



## Interoffice Memorandum

September 25, 2017

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Milagros Font, Senior Program Manager, Head Start Division  
(407) 836- 6590

SUBJECT: Award of Invitation for Bids Y17-1122-KB, Head Start Child Care  
Food Program

### ACTION REQUESTED:

Approval to award Invitation for Bids Y17-1122-KB, Head Start Child Care Food Program, to the low responsive and responsible bidder G.A. Foods Services, Inc., in the total contract award amount of \$1,269,254.70. Further request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

### PROCUREMENT:

This contract provides meals (breakfast, lunch and afternoon snacks) to all Head Start locations.

### FUNDING

Funding is available in accounts 7408-062-7524-4135 and 7008-062-7522-4135. Funds for this program are reimbursed by the state of Florida.

### APPROVALS:

The Head Start Division and the Business Development Division concur with this recommendation.

### REMARKS:

Two bids were received from state of Florida approved vendors. The bids were evaluated for price, responsiveness and responsibility. The low bid submitted by G.A. Foods Services, Inc. is considered reasonable based on the technical analysis by staff.

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Award of Invitation for Bids Y17-1122-KB, Head Start Child Care Food Program for the Head Start Division.

Bid tabulation follows:

G.A. Foods Services, Inc.	\$1,269,254.70
Second Harvest Food Bank of Central Florida, Inc. d.b.a. Meals for Good	\$1,335,603.80




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

August 9, 2017

TO: Kathy Bozeman, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y17-1122-KB, Head Start Child Care Food Program

The Business Development Division evaluated the 2 bids submitted for this project and found that none of the bidders are Orange County Certified Minority Women Business Enterprises. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

c: Sheena Ferguson, Manager, Business Development Division

