

Santa Clarita Valley School Food Services Agency
Request for Proposal No. 1704
Distribution of Processed USDA Foods and Commercial Food Products
for Super Co-Op Member Districts

14. AWARD OF PROPOSAL: The award of this bid may be made to multiple responsive and responsible bidders who meet the terms and conditions of the bid. Participating Member Districts have been divided into seven (7) regions geographically. Regions are numbered 1, 2, 3, 4, 7, 8, and 9. Awards will be made by Region.

Proposals found to satisfy the minimum qualification requirements will be evaluated against the evaluation criteria shown below by a review committee comprised of Member Districts. "Minimum qualifications" shall mean: complete proposals meeting all RFP instructions and conditions, received by the due date and time.

Following the receipt of Proposals, bidders shall be ranked based on the following criteria:

Part 1:	Evaluation Criteria	Maximum Points
	Experience, Competence, Responsive	20
	Customer Service and References	20
	Responsibility and Business Sustainability	20
	Food Safety - HACCP Plan and Plant Security	20

Vendors receiving 60 points or more on the above rubric will forward to Part 2.

Part 2:	Evaluation Criteria
	Price

Each proposal will be evaluated based on criteria and priorities defined by the Agency, with specific attention to those features, functional and technical aspects noted for each section. The Agency's evaluation panel will award contract(s) based on the prospective vendor submission that best meets the needs of the Agency and Member Districts with regard to the RFP specifications contained herein. Presentations/Interviews (if needed) may be requested by the evaluation panel. Vendors are advised that award may be made without interviews or further discussion.

If presentations/interviews are needed, bidders will receive notification to interview with evaluation panel.

A bidder must be able to deliver the items within the required delivery date in order to be declared responsive to this bid. The Agency reserves the right to make no award at all, reserves the right to reject any and all bids and to waive any irregularity or discrepancy associated with this bid.

Unsolicited services or incentives offered as part of the Proposal response will NOT be evaluated or considered in the award process.

Evaluation Criteria	Max Pts	Vendor A	Vendor B	Vendor C
Part 1:	Rate from 1 to 20 points for each criteria: 16-20= excellent 6-10= average 11-15= good 1-5= not qualified			
Experience – Competence – Responsive Bidder should be able to provide state-of-the-art technology in order to provide services including data collection, customized reports, trend analysis, information sharing, real-time reporting, complete traceability, and USDA Foods tracking. Bidder should demonstrate substantial and recent experience in providing the products to California public schools. Bidder should provide an efficient supply-chain management system to ensure timely and accurate delivery and flexibility to address changes in needs of the Member Districts. Bidder should respond fully to all questions on the proposal worksheet and conform to all terms of the solicitation to be deemed <i>Responsive</i> . Proposal Worksheet Q's: 1, 14, 17, 18, 23.	20			
Customer Service and References Bidder should show evidence of outstanding customer service and should demonstrate their ability to promptly respond to request for information, resolve complaints and issues, and to provide timely and accurate delivery. Bidder's customer service staff should be easily accessible for inquiries or issues. Bidder should adequately show how the Buy American Provision notifications will occur. All business references should have excellent performance ratings. Proposal Worksheet Q's: 5, 6, 8, 12, 13, 15, 16, 20, 21.	20			
Responsibility and Business Sustainability Bidder should show evidence that the firm will continue to operate successfully throughout the term of any contract it accepts, including potential multi-year extensions. Bidder should have a robust level of financial capability sufficient to handle contracts as large as this proposal offers, by region. <i>Responsible</i> means the vendor is capable of performing successfully under the terms of the contract. Bidder should show evidence of USDA foods tracking and pass through value reporting. Proposal Worksheet Q's: 9, 10, 11, 18, 19, 23.	20			
Food Safety – HACCP Plan and Plant Security Bidder should show evidence of an integrated, state-of-the-art HACCP plan and plant security system. An excellent food safety plan should contain good food handling practices, personnel training, good cleaning and sanitation practices, an effective pest control program, and ability to promptly respond to a food recall. Proposal Worksheet Q's: 24.	20			
TOTAL POINTS	80			
<i>Potential Vendors must score 60 points or more to move on to Part 2.</i>				

Evaluation Criteria		Vendor A	Vendor B	Vendor C
Part 2: Proposal Worksheet Q's: 2, 3, 4, 7, 22, 25 (Product Information Worksheet).				
Cost				