



Highline Public Schools Board Action Report

DATE: 6/6/2024

FROM: Dr. Ivan Duran, Superintendent

LEAD STAFF: Lisa Johnson, Nutrition Services Director

For Introduction: June 17, 2024 For Action: July 10, 2024

I. TITLE Purchases from US Foods Inc. in the 2024-25 School Year

Select one: New Item Renewed Item Annual Item Revised Item

II. WHY BOARD ACTION IS NECESSARY

Per Policy 6225, the board must be notified when we expect to spend over \$250,000 with one vender.

III. BACKGROUND INFORMATION

Nutrition Services provides breakfast and lunch to students throughout the district. Nutrition Services also usually provides snacks, after-school meals and summer meals. US Foods Inc. is the primary supplier of food items for our students. We project spending \$3,500,000 with US Foods Inc.

We obtained a contract with US Foods Inc. through our membership in the Puget Sound Joint Purchasing Cooperative (PSJPC), which allows us to join with other school districts to get more cost-effective prices than we would receive alone. In December 2021 PSJPC issued a Request for Proposal and in 2022 awarded US Foods a contract. PSJPC has extended their contract with US Foods Inc through July 31, 2025.

IV. RECOMMENDED MOTION

I move that the Highline School Board approve this agreement to spend up to \$3,500,000 with US Foods Inc. for the 2024-25 school year.

V. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be \$3,500,000 from budget codes 9801 Nutrition Services general fund, 9806 summer meals, 9821 Fresh Fruit and Vegetable grant, and 9826 Farm to School grant.

The revenue source for this motion is 9801 Nutrition Services general fund, 9806 summer meals, 9821 Fresh Fruit and Vegetable grant, and 9826 Farm to School grant.

Expenditure: One-time Annual

VI. APPLICABLE POLICY(S)

This action is in compliance with the following:
Policy and Procedure 6225: Approval of Contracts

VII. ALTERNATIVES

Highline School District could initiate formal bid processes for food and produce. This is not necessary because we would be duplicating the effort already expended by the Puget Sound Joint Purchasing Collective and there is no reason to believe we would get any substantially different bids. Additionally, combining purchasing power supports more competitive pricing.

VIII. COMMUNITY ENGAGEMENT

Community Engagement Required: Yes No

IX. ATTACHMENTS

Bid Documents on file.