

## **Board of Trustees Agenda Item**

**Board Meeting Date:** December 5, 2011

**Title of Item:** Food Services Contracts Pursuant to RFP 1367-Re-bid and RFP 1369-Re-bid for De Anza College

### **Background and Analysis:**

The District's Board of Trustees awarded the existing contracts for De Anza College Asian and Mexican Cuisine food services in October 2007. District Purchasing Services and De Anza College staff worked together to write Request for Proposals 1367, Mexican Cuisine and RFP 1369, Asian Cuisine. The RFP's contain information about existing facilities and operations, contractor responsibilities, and the proposal evaluation process. The RFP documents, including the contracts, were reviewed and approved by legal counsel, John Shupe. The selected Contractors will be responsible for providing all labor, management, supplies, materials, and equipment, beyond that included in the De Anza College Campus Center, that is necessary to provide the specified food services at the Campus Center.

Purchasing Services posted both RFP's on BidNet. It also advertised the RFP's in the San Jose Post Record on the following dates: RFP 1367 on June 3 and June 10, 2011; and RFP 1369 on June 8 and June 15, 2011. Purchasing Services also sent the RFP to the three current contractors and seven additional companies.

Proposals for RFP 1367, Mexican Cuisine, were due on July 1, 2011. Only the existing contractor, MTM Enterprise LLC (dba Una Mas Mexican Grill), submitted a proposal. However, the proposal was not responsive because the RFP required a 20% commission rate, and the proposal offered only a 15% commission rate.

Proposals for RFP 1369, Asian Cuisine, were due on July 6, 2011. Only the existing contractor, Hong Fu Gourmet Chinese Restaurant, Inc., submitted a proposal. However, the proposal was not responsive because the RFP required a 20% commission rate, and the proposal offered only a 15% commission rate.

On August 8, 2011, the Board of Trustees rejected the non-responsive proposals from MTM Enterprise LLC and Hong Fu Gourmet Chinese Restaurant, Inc. and authorized Letha Jeanpierre, De Anza College Vice President of Finance and Educational Resources, to sign amendments to extend the existing contracts for Mexican and Asian Cuisine through December 16, 2011.

During the contract extension period, De Anza College and Purchasing Services revised the RFP documents and re-advertised the RFP's on September 15, 2011 and September 22, 2011. The RFP's were posted on Bidnet and sent to the current contractors plus seven additional contractors. The revised RFP documents require the correct commission rate of 15%.

Proposals for RFP 1367-Re-bid, Mexican Cuisine, were due on October 20, 2011. Only the existing contractor, MTM Enterprise LLC (dba Una Mas Mexican Grill), submitted a proposal.

Proposals for RFP 1369, Asian Cuisine, were due on October 13, 2011. Only the existing contractor, Hong Fu Gourmet Chinese Restaurant, Inc., submitted a proposal.

The De Anza College Director of Campus Center, Patrick Gannon, is satisfied with the services of both MTM Enterprise LLC and Hong Fu Gourmet Chinese Restaurant, Inc., and he recommends that each company be awarded a contract.

**Recommendation:** Authorize the Director of Purchasing Services, Carmen Redmond, to sign five-year contracts with MTM Enterprise LLC and Hong Fu Gourmet Chinese Restaurant pursuant to RFP's 1367-Re-Bid and 1369-Re-Bid

Submitted by:	Carmen Redmond, ext 6166
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Is backup provided?	No