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Meeting..... 2012 January 23

COUNCIL REPORT

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**TO:** CITY MANAGER **DATE:** 2012 January 18  
**FROM:** DIRECTOR FINANCE **FILE:** 136-10/11  
**SUBJECT:** **FOOD SERVICES CONTRACTS 2012**  
**PURPOSE:** To obtain approval to award contracts for the supply and delivery of food products from 2012 February 01 to 2013 January 31.

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**RECOMMENDATION:**

1. **THAT** Council approve one year contract awards to four vendors for the supply and delivery of food products as outlined in this report. The estimated cost total is \$974,400 including HST in the amount of \$104,400. The final payment will be based on actual quantities, selected products and quoted prices.

**REPORT**

On 2011 November 8, four submissions were received in response to a Request for Quotation (RFQ) for the supply and delivery of food services for a one year period from 2012 February 01 to 2013 January 31. This RFQ results in the recommendation of contracts to Centennial Food Service, Gordon Food Service British Columbia, Seven Seas Fish Company, and Sysco Vancouver. The RFQ allows for a maximum of four (4) one year extensions. It is recommended that separate contracts be issued to each of the firms noted above. Expenditures for 2011 totaled \$149,914 for Centennial Food Service, \$287,143 for Gordon Food Service British Columbia, \$7,416.36 for Seven Seas Fish Company and \$5,422.60 for Sysco Vancouver.

All four vendors have a proven record in supplying food products to the City and their prices are competitive and reflective of current market conditions.

The Food Services Manager concurs with the recommendation. Funding for the products contracted is provided through the 2012 Provisional Budget – operating accounts.

Denise Jorgenson  
DIRECTOR FINANCE

cc. Food Services Manager