

MANATEE COUNTY GOVERNMENT SOURCE SELECTION

SUBJECT	Beverage, Snack and Food Services	DATE POSTED	Date Posted on Mymanatee.org <u>5/7/13 smg</u>
PURCHASING REPRESENTATIVE	Frank Lambertson	DATE CONTRACT SHALL BE AWARDED	After May 14, 2013
DEPARTMENT	FMD – Purchasing Division	CONSEQUENCES IF DEFERRED	None
SOURCE RECOMMENDATION	RFP #11-1121FL	AUTHORIZED BY DATE	Melissa Wendel, CPPO Date: May 7, 2013

ACTION DESIRED

Authorization to enter into negotiation with the top ranked firm Snackworks Inc., Bradenton, FL for the purpose of providing Beverage, Snack and Food Services to various County facilities on an as required basis.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)
Manatee County Code of Law

BACKGROUND/DISCUSSION

This agreement secures a vendor who will obtain all equipment, materials, supplies and labor to supply and service vending machines for food, snacks and beverages to include health option, at various locations throughout the County for use by public and employees.

Snackworks, Inc is registered in the State of Florida to do business and competent to perform and render the services stated in the RFP.

Proposals were received from the following firms:

Local firms:
Snackworks, Inc., Bradenton, FL

Other firms:
Division of Blind Services, Bureau of Business Enterprise, Tallahassee, FL

The appropriate proposal procedures were followed. The Request for Proposal (RFP) was broadcast via DemandStar, advertised locally in the Bradenton Herald, posted on the County's website and provided to the Manatee County Chamber of Commerce for release to its members.

SUMMARY Authorization to enter into negotiations with the top ranked firm Snackworks Inc.

ATTACHMENTS: (List in order as attached)	LIMITED COMPETITION NUMBER:
<ul style="list-style-type: none"> • Authorization email from Ed Hunzeker, County Administrator 4/30/2013 	
COST Revenue generating	SOURCE (ACCT# & NAME) <input type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
COMMENTS N/A	AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT) N/A

The Evaluation Committee consisted of:

Natalie Johnson, Employee Health Benefits
David Thompson, Property Management Department
Frank Lambertson, Financial Management Department/Purchasing Division
Mike Whelan (non-voting member)

The Evaluation Committee convened on 1/17/2013 to discuss the offers based on the stated requirements in the RFP and make a recommendation to the County Administrator.

Snackworks Inc., Bradenton, FL – The firm presented its service capabilities in a clear and concise manner via their proposal. Of particular importance are the firms past experience in providing the necessary service to the County for the past three years in a successful and professional manner; and a plan to provide health smart selections and a willingness to meet with EHB's Health & Lifestyle Programs Manager.

Division of Blind Services, Bureau of Business Enterprise, Tallahassee, FL – The firm submitted a satisfactory proposal detailing their qualifications and past experience, however the firm did not propose the healthy type snacks which would be acceptable to EHB's Health & Lifestyle Programs as the County continues to promote healthy choices. Additionally, the firm proposed a lesser commission on sales that would be paid to the County than the firm selected.

The above justifications are a generalized summary of major observations intended only to give the Administrator a sufficiently detailed overview of the main observations of a majority of Committee Members. Each Committee Member may have considered one or more facts or factors more or less important than other Members when voting, and this summary of the Committee's ranking decision is not an attempt to exhaustively describe each of the relevant factors which motivated each of the Members to select the rankings described.

The Evaluation Committee voted 3-0 to proceed with Snackwork, Inc., Bradenton, FL.



Re: Fw: Updated Authority to Negotiate - RFP #11-1121FL - Beverage Snack & Food Services (Identified and Future Requirements)

Ed Hunzeker to: Melissa Wendel
Cc: Dennis Wallace, Frank Lambertson

04/30/2013 06:05 PM

Please proceed.

Thank you!

Ed Hunzeker
County Administrator
Manatee County Government
(941) 745-3798

Melissa Wendel

Mr. Hunzeker, We are communicating the recom...

04/30/2013 03:18:32 PM

From: Melissa Wendel/MCG
To: Ed Hunzeker/MCG@MCG
Cc: Frank Lambertson/MCG@MCG, Dennis Wallace/MCG@MCG
Date: 04/30/2013 03:18 PM
Subject: Fw: Updated Authority to Negotiate - RFP #11-1121FL - Beverage Snack & Food Services (Identified and Future Requirements)

Mr. Hunzeker,
We are communicating the recommended selection of **SNACKWORKS, INC. of Bradenton, Florida** to provide **Beverage Snack & Food Services**.

Upon your approval of the recommendation of the Evaluation Committee, staff will proceed with the posting of the selection and begin negotiations. If you choose, you may direct staff to present this recommendation to the Board of County Commissioners for consideration.

Thank you,
Melissa

Melissa M. Wendel, CPPO
Purchasing Official
Manatee County Purchasing Division
941-749-3054

----- Forwarded by Melissa Wendel/MCG on 04/30/2013 12:41 PM -----

From: Frank Lambertson/MCG
To: Melissa Wendel/MCG@MCG
Date: 04/29/2013 04:40 PM
Subject: Updated Authority to Negotiate - RFP #11-1121FL - Beverage Snack & Food Services (Identified and Future Requirements)

Requesting Approval to enter into negotiations with Snackworks, Inc.

This Agreement secures a vendor who will obtain all equipment, materials, supplies and labor to supply and service vending machines for convenience food, snacks and beverages, to include healthy options, at

various locations throughout the County for use by the public and employees.

Snackworks, Inc is registered in the State of Florida to do business and is able to perform and render the services stated in the RFP.

Proposals were received from the following firms:

Local firms:

Snackworks, Inc., Bradenton, FL

Other firms:

Division of Blind Services, Bureau of Business Enterprise, Tallahassee, FL

The appropriate proposal procedures were followed. The Request for Proposal (RFP) was broadcast via DemandStar, advertised locally in the Bradenton Herald, posted on the County's website and provided to the Manatee County Chamber of Commerce for release to its members.

The Evaluation Committee consisted of:

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Mike Whelan (non-voting member)

The Evaluation Committee convened on 1/17/2013 to discuss the offers based on the stated requirements in the RFP and make a recommendation to the County Administrator.

Snackworks Inc., Bradenton, FL – The firm presented its service capabilities in a clear and concise manner. Of particular importance is the firms past experience in providing service to the County for the past three years in a successful and professional manner; and a plan to provide healthy selections and a willingness to meet with EHB's Health & Lifestyle Programs Manager.

Division of Blind Services, Bureau of Business Enterprise, Tallahassee, FL – The firm submitted a satisfactory proposal detailing their qualifications and past experience, however the firm fell short in their proposal as it relates to healthy/health conscious type snacks which would be desired by the County as it continues to promote healthy choices. Additionally, the firm proposed a lesser commission on sales that would be paid to the County than the firm recommended for negotiations.

The above justifications are a generalized summary of major observations intended only to give the Administrator a sufficiently detailed overview of the main observations of a majority of Committee Members. Each Committee Member may have considered one or more facts or factors more or less important than other Members when voting, and this summary of the Committee's ranking decision is not an attempt to exhaustively describe each of the relevant factors which motivated each of the Members to select the ranking described.

The Evaluation Committee voted 3-0 to proceed with Snackworks, Inc., Bradenton, FL.

No expenditure. Revenue generating: Estimated annual income of \$10,000.

Fund Source: None.

Frank G. Lambertson, Contracts Negotiator

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