

BOARD AGENDA ITEM

April 23, 2024

SUBJECT:

Request for Proposals – Point of Sale System for Child Nutrition Program

BACKGROUND INFORMATION:

The Child Nutrition Program is seeking to replace its point of sale (POS) system and recently issued a request of proposals (RFP) from prospective vendors.

ADMINISTRATIVE CONSIDERATION:

The Child Nutrition Program (CNP) currently uses the Titan software for its POS system, after transitioning from its now-extinct MealsPlus POS beginning in 2022 – 2023. In an effort to improve efficiency, reliability, accuracy and vendor responsiveness, the CNP is seeking to replace Titan beginning with the 2024 – 2025 school year.

A request for proposals was published on Tuesday, March 12, 2024. Three proposals were received by the 2:00 p.m. deadline on Monday, April 15, 2024. Proposals were reviewed by a panel consisting of District and Chartwells representatives: Ebonee Maxwell (Resident District Manager – Chartwells), Eileen Drum (CNP Field Supervisor), April Ingram (CNP Commodity Associate), Jeryle Lynn Reed (CNP Reimbursement Claims Associate), Taylor Hasty (Chef – Chartwells), and Karen Hamm (Supervisor of Accounting Systems). The review process was facilitated by Sherell Murphy, former Director of Procurement.

The panel recommends Primero Edge for its new POS system. The cost of the program is \$60,200 for startup and implementation with annual costs of \$55,025 over a five-year term. An approval at this time would ensure that the system is up and running by the start of school.

The software purchase would be funded from Child Nutrition Program funding.

RECOMMENDATION:

Accept the recommendation to award the POS system purchase to Primero Edge beginning in the 2024 – 2025 school year.

PREPARED BY:

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