

BOARD AGENDA ITEM

May 8, 2012

SUBJECT:

Delivery Truck for School Food Service Department

BACKGROUND INFORMATION:

The School Food Service (SFS) Department utilizes a refrigerated truck to make food deliveries to each school while ensuring that food is kept at a safe temperature. The current truck has been in operation for more than 15 years and is near the end of its useful life.

ADMINISTRATIVE CONSIDERATION:

State guidelines limit the amount of fund balance that Districts' SFS departments are allowed to carry. State guidelines also limit the use of SFS fund balance to items such as food purchases, SFS salaries/fringe, SFS equipment purchases, and similar SFS costs. The SFS Department currently has fund balance available to be spent as outlined above. Its fund balance cannot be used for general operations of the District.

The body of a Ford F650 truck can be purchased through State contract for \$48,703. SFS has requested bids on the refrigeration box for the truck. The due date for bids is May 15, 2012. The estimated cost of the refrigeration box is \$30,000.

RECOMMENDATIONS:

Approve use of SFS fund balance to purchase a new truck through State contract and award the bid for the refrigeration box to the low responsive bidder at a grant total estimated cost of \$79,000.

PREPARED BY:

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