Agenda Item Details

Meeting	Apr 12, 2016 - REGULAR SCHOOL BOARD MEETING
Category	Q. Finance - Consent
Subject	18. Request for Approval of the Renewal of RFP #2015-16, Snack Vending Machine
Access	Public
Type	Action (Consent)
Recommended Action	Approval of the Renewal of RFP #2015-16, Snack Vending Machine
Goals	GF-4 Maximize Resources

Public Content

Background Information:
This RFP was originally awarded by the Board to multiple vendors in June 2015. Subsequently, the award to Next Great Adventure Inc., DBA Saint Johns Vending, was reassigned to St Johns Vending Inc. The RFP establishes minimum requirements which vendors must meet to be considered and added to an approved vendor list. Vendors are required to return a percentage of their sales to the school or facility. Addition of a snack vending machine will be at the sole discretion of each School Principal or Facility Administrator. The awarded vendors have agreed to renew the RFP for one additional year at the same pricing, terms and conditions of the original RFP.

Educational Impact:
Well-nourished faculty, staff, and students can start and sustain their day with nutritious foods which enable them to concentrate, participate and learn more effectively.

Strategic Plan Impact:
Supports the District's Mission Statement by providing appropriate nutrition to faculty, staff, and students, helping students master all academic standards.

Fiscal Impact:
Fees paid to the schools and facilities by the vendors provide additional revenue for the purchase of goods and services.

Recommendation:
Approval of the renewal of RFP #2015-16, Snack Vending Machine, to SmartBox Network, LLC and St Johns Vending Inc., for the period July 1, 2016 through June 30, 2017.

Action Required:
Approval of the Superintendent's recommendation.

Drafted, reviewed and submitted by:
Patrick Snodgrass, CPSM, Director of Purchasing
Michael Degutis, Chief Financial Officer

Tim Forson, Deputy Superintendent for Operations

Sincerely,
Joseph G. Joyner, Ed.D.
Superintendent of Schools

RFP #2015-16 Snack Vending Machine April 2016.pdf (514 KB)

Administrative Content

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Workflow

Workflow

Mar 15, 2016 10:40 AM :: Submitted by Vicki Davenport. Routed to Vicki Davenport for approval.
Mar 15, 2016 10:40 AM :: Approved by Vicki Davenport. Routed to Patrick Snodgrass for approval.
Mar 15, 2016 1:26 PM :: Approved by Patrick Snodgrass. Routed to Gina Fallica for approval.
Mar 16, 2016 11:36 AM :: Approved by Gina Fallica. Routed to Mike Degutis for approval.
Mar 16, 2016 12:02 PM :: Approved by Mike Degutis. Routed to Sharon Carcaba for approval.
Mar 18, 2016 1:03 PM :: Approved by Sharon Carcaba. Routed to Tim Forson for approval.
Mar 31, 2016 2:58 PM :: Approved by Tim Forson. Routed to Vicki Moody for approval.
Apr 4, 2016 2:52 PM :: Approved by Vicki Moody. Routed to Joseph Joyner for approval.
Apr 4, 2016 2:57 PM :: Final approval by Joseph Joyner

Last Modified by Joseph Joyner on April 4, 2016

ST. JOHNS COUNTY SCHOOL DISTRICT
Sebastian Administrative Annex
Purchasing Department
3015 Lewis Speedway, Unit 5
St. Augustine, Florida 32084
Telephone (904) 547-8941 FAX (904) 547-8945

Patrick Snodgrass, CPSM
Director of Purchasing

February 5, 2016

TO: Sean Prevatt, Director of Food and Nutrition Services
Food and Nutrition Services

FROM: Laura Bowden, Buyer
Purchasing Department

RE: RFP #2015-16, Snack Vending Machine

RFP #2015-16, Snack Vending Machine is set to expire on June 30, 2016. Please choose one of the following options:

__✓__ Food and Nutrition Services wish to exercise the option to renew the contract for an additional one (1) year period, July 1, 2016 through June 30, 2017 with the same terms and conditions.

_____ Our department wishes to re-bid the existing contract. (It is necessary for your department to review current specifications and forward any suggested changes to the Purchasing Department).

_____ Our department does not wish to re-bid this contract. (Written justification may be required if this option is selected).

Please complete this document and return to the Purchasing Department within ten (10) business days.

Signature

2-8-16
Date

ST. JOHNS COUNTY SCHOOL DISTRICT
Sebastian Administrative Annex
Purchasing Department
3015 Lewis Speedway, Unit 5
St. Augustine, Florida 32084
Telephone (904) 547-8941 FAX (904) 547-8945
Patrick Snodgrass, CPSM
Director of Purchasing

February 18, 2016

SmartBox Network, LLC
8188 Baymeadows Way West
Jacksonville, FL 32256

Dear Vendor:

RFP #2015-16 Snack Vending Machine will expire June 30, 2016. The RFP states there is an option for renewal of two (2) additional one (1) year periods if agreed upon by both parties. Please initial your choice, sign and date at the bottom. Return to this office no later than March 3, 2016.

B.S. ✓ Please renew RFP #2015-16 Snack Vending Machine for the period July 1, 2016 through June 30, 2017 with the same pricing, terms and conditions as originally awarded.

_____ We do not wish to extend the above RFP beyond the current school year.

Signature _____ Date 2/25/16

Renewal must be signed by an officer or employee having the authority to legally bind the vendor.

Sincerely,

Patrick Snodgrass
Director for Purchasing

ST. JOHNS COUNTY SCHOOL DISTRICT
Sebastian Administrative Annex
Purchasing Department
3015 Lewis Speedway, Unit 5
St. Augustine, Florida 32084
Telephone (904) 547-8941 FAX (904) 547-8945

Patrick Snodgrass, CPSM
Director of Purchasing

February 18, 2016

St Johns Vending Inc.
537-1 West River Rd
Palatka, FL 32177

Dear Vendor:

RFP #2015-16 Snack Vending Machine will expire June 30, 2016. The RFP states there is an option for renewal of two (2) additional one (1) year periods if agreed upon by both parties. Please initial your choice, sign and date at the bottom. Return to this office no later than March 3, 2016.

KP Please renew RFP #2015-16 Snack Vending Machine for the period July 1, 2016 through June 30, 2017 with the same pricing, terms and conditions as originally awarded.

_____ We do not wish to extend the above RFP beyond the current school year.

Kamaleen Pates 02.24.16

Signature Date

Renewal must be signed by an officer or employee having the authority to legally bind the vendor.

Sincerely,

Patrick Snodgrass
Director for Purchasing

Agenda Item Details

Meeting	Jan 12, 2016 - REGULAR SCHOOL BOARD MEETING
Category	Q. Finance - Consent
Subject	12. Request for Approval of the Award of RFP #2015-16, Snack Vending Machine
Access	Public
Type	Action (Consent)
Recommended Action	Approval of the Award of RFP #2015-16, Snack Vending Machine
Goals	GF-4 Maximize Resources

Public Content

Background Information:
This RFP was originally awarded by the Board in June 2015 to multiple vendors for snack vending throughout the District. Subsequently, Next Great Adventure Inc., DBA Saint Johns Vending, one of the originally awarded vendors, was purchased by St Johns Vending Inc.

Educational Impact:
Well-nourished faculty, staff, and students can start and sustain their day with nutritious foods which enable them to concentrate, participate and learn more effectively.

Strategic Plan Impact:
Supports the District's Mission Statement by providing appropriate nutrition to faculty, staff, and students,helping students master all academic standards.

Fiscal Impact:
Fees paid to the schools and facilities by the vendors provide additional revenue for the purchase of goods and services.

Recommendation:
Approve the award of RFP #2015-16, Snack Vending Machine, to St Johns Vending Inc., for the period of January 12, 2016 through June 30, 2016.

Action Required:
Approval of the Superintendent's recommendation.

Drafted, reviewed and submitted by:
Patrick Snodgrass, CPSM Director of Purchasing
Michael Degutis, Chief Financial Officer
Tim Forson, Deputy Superintendent of Operations

Sincerely,
Joseph G. Joyner, Ed.D.
Superintendent of Schools

Award of RFP #2015-16 Snack Vending Machine January 2016.pdf (565 KB)

Administrative Content

Workflow

Workflow	Dec 7, 2015 11:45 AM :: Submitted by Vicki Davenport. Routed to Vicki Davenport for approval. Dec 7, 2015 2:25 PM :: Approved by Vicki Davenport. Routed to Patrick Snodgrass for approval. Dec 7, 2015 3:40 PM :: Approved by Patrick Snodgrass. Routed to Gina Fallica for approval. Dec 8, 2015 1:15 PM :: Approved by Gina Fallica. Routed to Mike Degutis for approval. Dec 10, 2015 2:17 PM :: Approved by Mike Degutis. Routed to Sharon Carcaba for approval. Dec 11, 2015 7:08 AM :: Approved by Sharon Carcaba. Routed to Tim Forson for approval. Dec 11, 2015 11:49 AM :: Approved by Tim Forson. Routed to Vicki Moody for approval. Dec 15, 2015 1:37 PM :: Approved by Vicki Moody. Routed to Joseph Joyner for approval. Dec 18, 2015 1:28 PM :: Final approval by Joseph Joyner

Last Modified by Joseph Joyner on December 18, 2015

Saint Johns Vending – 600 Nautical Way – St Augustine, FL 32080
386-983-5867 or 904-315-7786
saintjohnvending@gmail.com

11/19/2015

St Johns County School District
Purchasing Dept
40 Orange St
St Augustine, FL, 32084

To Whom it May Concern,

This letter is to inform you of the recent sale of Saint Johns Vending to Kamalesh Patel. The closing was done through Hathaway & Reynolds on Nov 9, 2015.

We appreciate the opportunity we have had to work with you and your staff.

Sincerely,

Kathryn Jones, President

St Johns Vending

Electronic Articles of Incorporation For

P15000085818
FILED
October 19, 2015
Sec. Of State
msolomon

ST JOHNS VENDING INC

The undersigned incorporator, for the purpose of forming a Florida profit corporation, hereby adopts the following Articles of Incorporation:

Article I

The name of the corporation is:

ST JOHNS VENDING INC

Article II

The principal place of business address:

537-1 WEST RIVER ROAD
PALATKA, FL. 32177

The mailing address of the corporation is:

537-1 WEST RIVER ROAD
PALATKA, FL. 32177

Article III

The purpose for which this corporation is organized is:

ANY AND ALL LAWFUL BUSINESS.

Article IV

The number of shares the corporation is authorized to issue is:

500

Article V

The name and Florida street address of the registered agent is:

KAMALESH M PATEL
537-1 WEST RIVER ROAD
PALATKA, FL. 32177

I certify that I am familiar with and accept the responsibilities of registered agent.

Registered Agent Signature: KAMALESH M PATEL

P15000085818
FILED
October 19, 2015
Sec. Of State
msolomon

Article VI

The name and address of the incorporator is:

KAMALESH M PATEL
537-1 WEST RIVER ROAD

PALATKA, FLORIDA 32177

Electronic Signature of Incorporator: KAMALESH M PATEL

I am the incorporator submitting these Articles of Incorporation and affirm that the facts stated herein are true. I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S. I understand the requirement to file an annual report between January 1st and May 1st in the calendar year following formation of this corporation and every year thereafter to maintain "active" status.

Article VII

The initial officer(s) and/or director(s) of the corporation is/are:

Title: PRES
KAMALESH M PATEL
537-1 WEST RIVER ROAD
PALATKA, FL. 32177 US

Title: V P
ARTI PATEL
537-1 WEST RIVER ROAD
PALATKA, FL. 32177 US

Article VIII

The effective date for this corporation shall be:

10/19/2015

St Johns Vending Inc.
537-1 West River Road
Palatka, FL 32177
386-983-5145, artkam238@gmail.com

11/19/2015

St Johns County School District
Purchasing Dept.
40 Orange Street
St Augustine, FL, 32084.

To Whom it may concern,

This is to inform you that I have purchased St Johns Vending.

The sale was closed on 9th November 2015.

We look forward to serving you.

Sincerely,

Kamalesh Patel

Joseph G. Joyner, Ed.D.
Superintendent of Schools

40 Orange Street
St. Augustine, Florida 32084
(904) 547-7500
www.stjohns.k12.fl.us

MEMORANDUM

SCHOOL BOARD

Beverly Slough
District 1

Tommy Allen
District 2

Bill Mignon
District 3

Kelly Barrera
District 4

Patrick Canan
District 5

TO: Members of the School Board

FROM: Joseph G. Joyner, Ed.D., Superintendent of Schools

SUBJECT: Request for Award of RFP #2015-16, Snack Vending Machine

DATE: June 9, 2015

Background Information: Throughout the year multiple schools and facilities in the District may choose to obtain snack vending machines. This RFP establishes minimum requirements which vendors must meet to be considered and added to an approved vendor list. Vendors are required to return a percentage of their sales to the school or facility. Addition of a snack vending machine will be at the sole discretion of each School Principal or Facility Administrator.

Strategic Plan Impact: Supports the District's Mission Statement by providing appropriate nutrition to faculty, staff, and students, helping students master all academic standards.

Educational Impact: Well-nourished faculty, staff, and students can start and sustain their day with nutritious foods which enable them to concentrate, participate and learn more effectively.

Fiscal Impact: Fees paid to the schools and facilities by the vendors provide additional revenue for the purchase of goods and services.

Recommendation: Approve the award of RFP #2015-16, Snack Vending Machine to SmartBox Network, LLC and Next Great Adventure Inc DBA Saint Johns Vending for the period of July 1, 2015 through June 30, 2016.

Action Required: Approval of the Superintendent's recommendation.

Reviewed and submitted for approval by: Patrick Snodgrass, CPSM, Director of Purchasing.

Respectfully submitted,

Michael Degutis, Chief Financial Officer

Joseph G. Joyner, Ed.D., Superintendent of Schools

RFP #2015-16 Snack Vending Machines
Released: April 13, 2015
Opened: May 13, 2015 @ 2:00 PM Tabulation Sheet

	SmartBox Network, LLC	**Next Great Adventure Inc DBA Saint Johns Vending**
Commission Percentage (%) of Total Sales To Be Paid To the District	**9%**	**5%**
Product List	Smart Snack	Traditional Snack

Two (2) valid responses received. Recommend award to SmartBox Network, LLC and Next Great Adventure Inc DBA Saint Johns Vending.