

PURCHASE ORDER CHANGE FORM

Purchasing Department

*****THIS FORM TO BE SENT TO THE FISCAL SERVICES DEPARTMENT*****

(Fiscal will forward to Purchasing after they approve the changes)

DATE: March 9, 2023

REQUESTOR NAME: Deborah Waters EXT. # 3786 EMAIL: watersd @MDUSD.ORG

SITE: Food Service PO#: 230667 VENDOR NAME: Bonami Baking Co.

CIRCLE SELECTION APPROPRIATELY: Cancel PO **Change PO** (fill out applicable areas below)

REQUIRED FIELD-Reason for Change: Increase Line 1 by \$300,000.00, New PO total funding \$575,000.00

 Add or Delete Line Item(s)

| Line Item | Add or Delete | Quantity if Adding | Description | Price | Budget Code to be Charged |
|-----------|---------------|--------------------|-------------|-------|---------------------------|
| | | | | \$ | |
| | | | | \$ | |

 Change of Budget Code ONLY

| Line Item | Change From: | Change To: | Amount |
|-----------|--------------|------------|--------|
| | | | \$ |
| | | | \$ |

 Change Line Item (list reason for change above)

| Line Item | Quantity | New Quantity (if applies) | Description of change | Price | Budget Code to be Charged: |
|-----------|----------|---------------------------|-----------------------|----------------|--|
| 1 | Lot | N/A | Increase Funding | \$ 300,000. | 13.5465.0000.3700.6128. 0000.509.009.9341 <i>MD</i> |
| | | | | \$ | |

| | |
|--|--|
| SITE/Department Head Approval <u><i>[Signature]</i></u> Date: <u>3/10/23</u> | ADJUSTED PO Grand Total \$ 575,000.00 |
| Budget Administrator Approval _____ Date: _____ | |
| Fiscal Approval _____ Date: _____ | |

**Mount Diablo Unified School District
Purchase Order Status Inquiry**
As of 6/30/2023

MASTER INFORMATION

Partially Paid

PR Number PO Number Vendor ID Vendor Name
R128645 230667 062364 BONAMI BAKING COMPANY INC, THE

Address: P1 380 E 10TH STREET
PITTSBURG, CA 94565

PO Total Amount: 275,000.00

Confirm: 3744 JP **Requested by:** MACHL, WATERS **Blanket Number:** **Req. Dt:** 07/01/2022
Account: OPEN ORDER **Approved by:** BSI **Blanket Amount:** 275,000.00 **Apr Dt:** 07/20/2022
Bid: RFP #1906 **Printed by:** PURBUY3 **Blanket Remaining:** **Print Dt:** 07/21/2022
Contract: **PO Type:** B **Entry Dt:** 06/03/2022
Ship To: S010009 **EN Flag:** Y **Expr Dt:** 06/30/2023
Bill To: S010012 **Sec Cd:** 009

| | | | | |
|-------------------|--|--|--|--|
| Req. Codes | | | | |
| | | | | |
| | | | | |
| | | | | |

Buyer: CAROLANN

End Use: DESTINATION

ITEMS

| Item | Qty Ordered | Unit Price | Key | Object | Tax1 | Discount | Extended | Catalog | F/A | Print |
|------|-------------|-------------|-------------|--------|--------|----------|--------------|---------|------|-------|
| | | | | | Tax2 | Charges | Work Order | Ship To | Whsc | Chg |
| 0001 | 1 | \$275,000.0 | G 509612847 | 9341 | \$0.00 | \$0.00 | \$275,000.00 | | N | |
| | | | | | \$0.00 | \$0.00 | | | | |
| | | | | | | | \$275,000.00 | | | |

FOR THE PURCHASE OF FRESH BREADS AND BAKED GOODS, PER OUR INGREDIENT/PROCESS REQUESTS, FOR USE IN OUR STUDENTS MEALS AS NEEDED BY THE FOOD AND NUTRITION SERVICES DEPARTMENT FOR THE DISTRICTS MEAL PROGRAMS. NET:\$275,000.00 EFFECTIVE: JULY 1, 2022 ENDING JUNE 30, 2023 NOTE TO VENDOR: * DEPARTMENT TO UTILIZE AS NEEDED * EXCLUDES ITEM(S) \$500+ * AUTHORIZED USER: DEBORAH WATERS, APULA ONOFRIO & DOMINIC MACHI * QUESTIONS/CONTACT: DEBORAH WATERS PHONE: 925-682-8000 EXT. 3786 EMAIL: WATERSD@MDUSD.ORG

PR NOTES/PRINT BEFORE/PRINT AFTER TEXT

BOARD APPROVED PER RFP #1906
 APRIL 27, 2022 CONSENT AGENDA 14.21
 AS OF JUNE 3, 2022 CURRENT SCHOOL YEAR TOTAL OVER \$320,000.00 FOR
 PIZZA SHEETS, CROISSANTS AND BAKED GOODS. WE DO SEE A JUMP IN USAGE

Mt. Diablo Unified School District Governing Board

AGENDA ITEM

Meeting Date: 4/27/2022 - 6:00 PM

Category: Food and Nutrition Services

Type: Action

Subject: 14.21 Review and Potential Approval of Request for Proposal #1906 for Fresh Bakery Products Delivery Services for Mt. Diablo Unified School District

**LCAP (Local Control
Accountability Plan)**

Goal 1:

Goal:

All students will receive a high quality education in a safe and welcoming environment with equitable and high expectations, access to technology, and instruction in the California State Standards that prepare them for college and/or career.

Policy:

Enclosure: RFP 1906 Proposal for Bakery Goods

File Attachment:

 RFP 1906 Bonami Proposal.pdf

Summary:

Mt. Diablo Unified School District Request for Proposal (RFP) #1906 for Fresh Bakery Products Delivery Services for Mt. Diablo Unified School District was Noticed to the public March 16, 2022. The RFP scope is to provide and deliver fresh breads and baked goods, per our ingredient/ process requests, for use in our student meals. This proposed award will serve the Food and Nutrition Service needs for the balance of the 2021/2022 school year, and 2022/23 school year (with a possible option to renew for two additional years through June 30, 2025).

District staff received one (1) proposal to the RFP on April 12, 2022. The proposal was reviewed by District Staff and is deemed to be responsive and responsible. Staff is recommending The Bonami Baking Company be awarded RFP #1906 for the District's fresh bakery products.

Funding: Cafeteria Account Fund 13

Fiscal Impact: Estimated to be \$275,000 in the 2021/22 and 2022/23 School Year, with option of renewal for 2023/24, and 2024/25 School Years.

Recommendation Move to approve Award of RFP #1906 Fresh Bakery Products for the Food Service Department to The Bonami Baking Company

Approvals:

Recommended By:

Signature

Signed By:

Elizabeth McClanahan - Director of Purchasing and Warehouse

Signature

Signed By:

Dominic Machi - Director, Food & Nutrition Services

Signature

Signed By:

Mika Arbelbide - Director of Fiscal Services

Signature

Signed By:

Dr. Lisa Gonzales - Chief Business Officer

Signature

Signed By:

Dr. Adam Clark - Superintendent

Vote Results:

Original Motion

Member **Linda Mayo** Moved, Member **Keisha Nzewi** seconded to approve the **Original** motion 'Move to approve Award of RFP #1906 Fresh Bakery Products for the Food Service Department to The Bonami Baking Company'. Upon a Roll-Call Vote being taken, the vote was: Aye: **5** Nay: **0**.
The motion **Carried** 5 - 0

| | |
|----------------|-----|
| Linda Mayo | Yes |
| Debra Mason | Yes |
| Cherise Khaund | Yes |
| Keisha Nzewi | Yes |
| Erin McFerrin | Yes |