

March 19, 1997

**SUBJECT: 1997 AWARD FOR CONCESSION SUPPLIES**

**RECOMMENDATION:**

**THAT the Board approve the recommended list of suppliers (Appendix A) for concession products.**

**BOARD POLICY**

The Board awards concession product contracts after advertising for public tenders and requesting bids according to product specifications. Low bidders are recommended by staff unless other criteria such as those mentioned in this report are taken into account.

**BACKGROUND**

Each year public tenders are invited for the supply of products sold at the Board's various concessions and coffee shops. The bids are received and staff recommendations are forwarded to the Board.

**DISCUSSION**

The call for public tenders was advertised in the "Sun" and "Province" newspapers and the bids were opened in public on Monday, February 10th. The results have been tabulated, with all available discounts reflected in the calculations. **A detailed copy of all prices will be available in the Commissioners' room.**

All recommended items have either proven consumer acceptance or if a new product, have been tested by our staff to ensure a satisfactory level of quality.

Bidders have been recommended for the supply of products based on varying criteria:

1. Low Bid

The award for a suppliers contract is based on the low bid for the following items:

Potato Chips  
Hamburger Patties \*

Donuts *	White Vinegar	Waxed Wraps
Cheese Food Slices	Mustard	Serviettes
Envelope Sugar	Ketchup	Peanuts

Film	Burger Sauce	Popcorn
Fish	Hot dog Relish	Popcorn Bags
Hot Chocolate	Tartar Sauce	Potatoes
Frozen French Fries	Water	
Fruit Bars	Koala	Vegetable Shortening
Veggie Wieners	Chip Trays	Weiners*
Malt Vinegar	Paprus Plates	

\* These items were evaluated in an impartial taste test and were also selected on the basis of lowest price for quality.

## 2. Lowest Overall Price on Total Contract

When it is not practical to award a contract to one supplier on the basis of low bid on individual items, an award is based on the 1996 volumes multiplied by the 1997 costs for the group of items to determine the low overall cost. Contracts are recommended on this basis for the following products:

Bread, Buns, Bagels and English Muffins

Milk Products

Ice Cream & Novelties other than fruit bar

Chocolate bars, Candy and Gum

Hot Drink Cups and Lids.

## 3. Best Value

A number of products were subjected to evaluation and/or impartial taste tests in order to ensure that they meet our quality requirements. As a result, recommendations for the award of contracts for the following items are not being made to the low bid:

Cinnamon Buns

Muffins

Smokies

Carry-out Trays

## **JUSTIFICATION**

The suppliers have been recommended on the basis of the best overall price submitted for the supply of acceptable products. In most instances the

suppliers' performance is known from previous contracts.

Prepared by:  
Administrative and Revenue Services Division  
Board of Parks and Recreation  
City of Vancouver  
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**FOR A COPY OF APPENDIX I  
CONTACT CAROL KENT AT 257-8537**

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