



# Lakes County Service Cooperative

Jeremy Kovash, Executive Director

1001 E. Mount Faith | Fergus Falls, MN 56537

Phone: (218) 739-3273 | Fax: (218) 739-2459 | [www.lcsc.org](http://www.lcsc.org)

To: Food Service Directors

From: Melissa Mattson, Manager of Administrative Services  
Doug Koch, Bid and Contract Coordinator  
Lisa Truax, Cooperative Purchasing Facilitator

Greetings,

Thank you for your participation through the Request for Proposal (RFP) for Food and Kitchen Supplies. Below is a summary of the process:

- Legal ads were published in the Star Tribune (Minneapolis, MN) on Monday, December 23 and Monday, December 30, 2013.
- RFP documents were sent to the following companies: Cash Wa Distributing, Food Services of America, Indianhead, Martin Brothers, Performance Food Service, Reinhart Foods, SW Wholesale, Apperts/Sysco Minnesota, Sysco North Dakota, Upper Lakes Foods, US Foods, Variety Foods, All American Poly, A'viands, Majestic Int'l Spice.
- RFP proposals were submitted and the Cooperatives compiled the information for review and analysis.
- Vendor(s) presented their proposals live; the presentations were recorded to allow for later viewing.
- The Cooperatives created a survey for members to capture their feedback and decisions on who to grant an award.
- A comparison on evaluation categories was compiled and is included with this award letter.

**Food Services of America (FSA)** has been awarded the contract for RFP 14.1 – Food and Kitchen Supplies. As this is a four year bid cycle, the Cooperatives along with participating members have the option to renew this contract annually, to FSA for up to three additional years.

As you may be aware, the State of Minnesota's allotted food commodities and their diversion needs to be established in the coming weeks. An account executive from FSA will be contacting you to assist you in the setup of your brown-box commodity program. We've included the Commodity Distribution Agreement that your district will need to complete and send back to FSA.

In the next few weeks, you will also be able to access a 5 week menu cycle to start planning and coordinating next fall's order. We will also be sending an audit packet that documents the RFP process. This is intended to be used for your auditors and with the Minnesota Department of Education staff.

If you have any questions about the RFP process, the award decisions, or next steps in the food service program, please contact Doug Koch ([dkoch@lcsc.org](mailto:dkoch@lcsc.org), 218.737-6539) or Lisa Truax ([ltruax@lcsc.org](mailto:ltruax@lcsc.org), 218.737.6535).

Enclosed: Commodity Distribution Agreement

