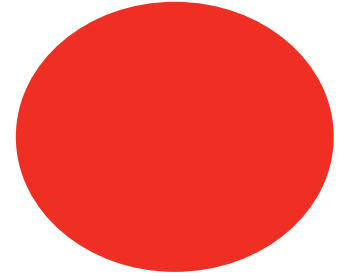


# ***A Total Bidding Resource for the Entire Supply Chain***



**Sunday, July 13<sup>th</sup>**  
**8:15am & 12:00pm**  
**Room 152-Level 1-CC**

**Amy Neal**

Marketing & Sales Manager at Interflex

**Emily Lessig**

K12 Specialist at Interflex

**Lori Seier**

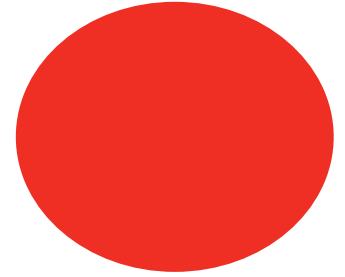
FSD at Northwestern Lehigh SD & Lead for the Len-Nor-Co Purchasing Cooperative

**Jodi Batten, SNS**

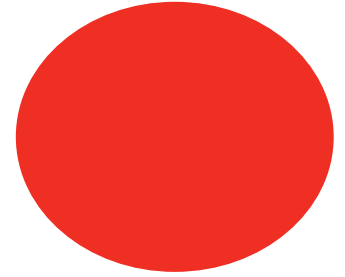
National Sales Manager at Red Gold

# Objectives:

- Bring industry members together
- Learn best practices & challenges associated with the bid process
- Knowledge of BidAdvantage for Schools & other free resources
- Get feedback



# Who is Interflex?

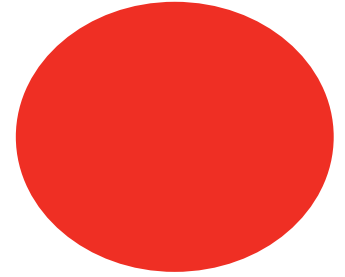


Interflex provides foodservice bidding solutions for all members of the supply chain

BidAdvantage for Schools

Product Database

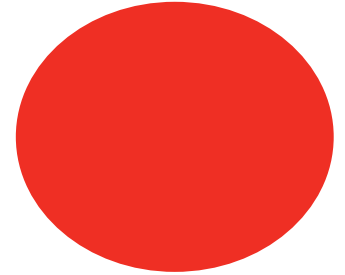
# Roundtable Discussion



Topic: Product Information

How is product information being exchanged between vendors and operators?

# Resources



- SNA's The CN Marketplace

**Categories**

▼ Beverages	▼ Desserts / Snacks	▼ Information / Resources	▼ Protein
▼ Cafeteria Furniture / Equipment	▼ Food Safety	▼ Ingredients / Extras	▼ Small Equipment
▼ Consultants	▼ Fruits / Vegetables	▼ Large Equipment	▼ Supplies
▼ Dairy	▼ Grains / Starches	▼ Processed / Prepared Foods	▼ Technology

**Beverages** [▲ back to top](#)

Coffee / Tea	Frozen Beverages / Slush	Sports Drinks	Water
--------------	--------------------------	---------------	-------

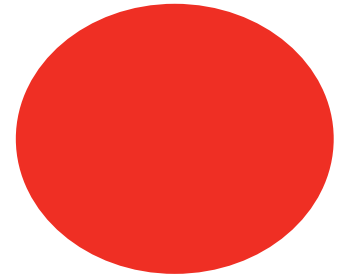
- Alliance for a Healthier Generation Product Navigator

**Search for Products**

**Browse Products**

<input type="button" value="Smart Snacks"/>	<input type="button" value="Meal Components"/>
---	--

# Resources



- BidAdvantage for Schools

**BidAdvantage® Product Affiliate**

Any Affiliate ▼

**BidAdvantage® Enhanced Product**

Not Applicable ▼

**Keyword**

**BidAdvantage® Category**

- Bacon
- Bakery Products
- Beverages & Mixes
- Cereals
- Coatings, Oils, Shortenings
- Condiments
- Bacon Bits
- Capers

Item #	Product	Brand	Enhanced Relevancy
REDYL99	Red Gold 100% Natural Ketchup Made with Sugar (Low Sodium) 6/#10 Cans (114 oz unit net wt)	Red Gold	• n/a
REDSC99	Red Gold Nutritionally Enhanced Salsa 6/#10 Cans (103 oz unit net wt)	Red Gold	• n/a
27000-38251	Hunt's Ketchup	Hunt's	n/a
852-1981-5061	Maple Syrup	Naturally Fresh, Inc.	n/a
27000-38287	Hunt's Ketchup Portion Pack 9g	Hunt's	n/a
5051	Peach Mango Pineapple Salsa	Wawona	n/a
14070	Pace Chunk Salsa - Mild	Pace Foods	• n/a
14170	Pace Chunky Salsa - Medium	Pace Foods	• n/a

10/23/2013

**Red Gold Nutritionally Enhanced Salsa  
6/#10 Cans (103 oz unit net wt)**

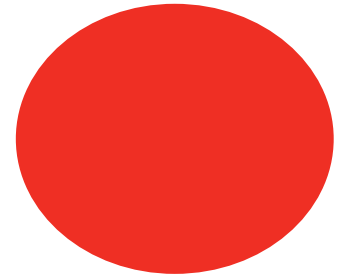
Nutritionally Enhanced Salsa has rich red tomato pieces, overlaid with puree, blended with peppers and spices creating a mild low sodium salsa with half the sodium of regular commercial salsas. Also enhanced with Vitamins A, C, and E. As America's second most favorite condiment, this salsa is excellent as a dip or to complement any dish. This product has excellent mouth-feel and the mild heat level makes it a favorite for all ages.

**Item Number:** REDSC99  
**Brand:** Red Gold  
**Manufacturer:** Red Gold, Inc.  
**Pack:** 6 / 10.0 Cans  
**Category:** Salsa  
**Attributes:** mild  
**Affiliates:** Alliance for a Healthier Generation, Cafe Fuel

I would like to... ▼

- I would like to...
- Return to Products
- Create Library Specification
- Show Nutrition Facts
- Download Sell Sheet
- Request a Sample
- Learn More
- Show Vendor Profile
- Print

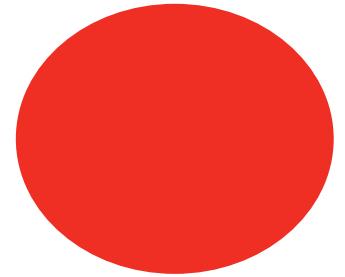
# Roundtable Discussion



Topic: Specifications

What is the hardest part about writing  
a new specification?

# Resources



- NFSMI Food Buying Guide



Item Description (AP)	Purchase Unit	Serving Description (EP)	Notes	Serving Unit
Pasta, (group H), elbow macaroni, regular, dry	lb	dry pasta (uncooked)	1 G/B serving = 25 g dry	cup

▸ Serving Size  
1/4 cup

▸ Number of Servings  
200

Add to List

- USDA FNS & Agricultural Marketing Services Food Specifications & Grade Standards

- Specifications / USDA Foods Requirements
  - AMS Beef Products
  - AMS Chicken Products
  - AMS Egg Products
  - AMS Fish Products
  - AMS Fruits & Vegetables



# Resources

- BidAdvantage for Schools

Specification 1 of 1

**Step 1: Library Number**

**Step 2: Choose Your Product**

Bacon  
Bakery Products  
Beverages & Mixes  
Cereals  
Coatings, Oils, Shortenings  
Condiments  
Dairy & Non-Dairy

**Step 3: Build Your Specification** [Click Here](#)

**Step 4: Product Pack**

Pack Number:  -

Pack Size:  -  Pack Unit

Qty:  Bid Unit

**Step 5: Brand Approval: Search Database** [Click Here](#)

There currently aren't any approved brands listed for this line item specification. [Click here](#) to add an approved brand.

**Specification Builder**

Finished Specification

Ready to Eat Cereals

Product Attributes

**Type**

Bran  
 Corn  
 Granola  
 Multi-Grain  
 Oats  
 Rice  
 Wheat

**Pack Type**

Bowl Pack  
 Bulk  
 Cup  
 Single Serve

**Whole Grain**

Yes

**Gluten free**

Yes

**Preparation**

Baked  
 Roasted  
 Toasted

# Resources

- Templates from the Alliance for a Healthier Generation in BidAdvantage for Schools

## Crackers

Serving as SOLD must contain 200 calories, 35% of calories from total fat, < 10% of calories from saturated fat, 0 grams trans fat, 35% of sugar by weight, and 230 mg of sodium (on July 1, 2016: 200 mg of sodium). Meets one of the following requirements: 1) Whole grains are listed as the first ingredient (or 50% or more whole grains by weight). 2) A serving contains 10% of the Daily Value (DV) of calcium, potassium, vitamin D or dietary fiber (on July 1, 2016: foods may not qualify using this criteria).



**Specification Builder**

**Finished Specification**

Crackers: Serving as SOLD must contain 200 calories, 35% of calories from total fat, < 10% of calories from saturated fat, 0 grams trans fat, 35% of sugar by weight, and 230 mg of sodium (on July 1, 2016: 200 mg of sodium). Meets one of the following requirements:  
1) Whole grains are listed as the first ingredient (or 50% or more whole grains by weight).  
2) A serving contains 10% of the Daily Value (DV) of calcium, potassium, vitamin D or dietary fiber (on July 1, 2016: foods may not qualify using this criteria).

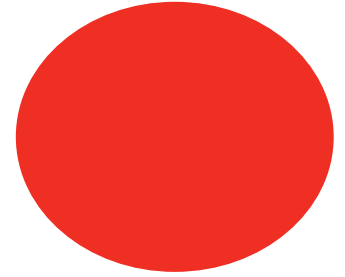
**Product Attributes**

**Flavor II**

- Apple
- Apple Cinnamon
- Bacon Cheddar
- Blueberry
- Cheddar
- Cheese

**Additional Information**

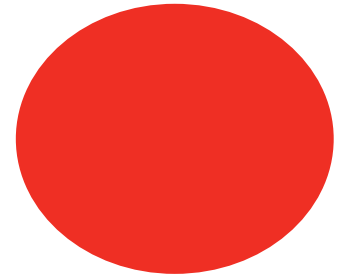
# Roundtable Discussion



Topic: Bid Opportunities

What is the biggest challenge you face in preparing your bids to go out? What are the pros & cons of the different bid formats available?  
(e.g. paper vs. electronic bids)

# Resources



Paper Bids		Electronic Bids	
Pros	Cons	Pros	Cons
Easy to hand-write responses for vendors	Difficult to read and evaluate for the school	Easier for school to compare & evaluate	Unfamiliar process for both school and vendors
Hard copy record exists for both vendor and school	Does not ensure all required information is submitted	Faster communication & can save on postage	Concern of security of information & “sealed bids”
Traditional method that is familiar to many	Illegible hand-writing, lost bid packets, etc.	Allow for data integration into other system (e.g. Horizon Software)	Setup & training time to make the transition from paper bids

# Resources

- **BidAdvantage for Schools**

Add participating school districts if you are a cooperative or are issuing a joint bid.

Upload any bid documents you want to send to your vendors, including contract language, delivery sites, etc.

Development Opportunities Award Evaluation Awarded

General Information

Bid Title:

Operators

Bid Number:

Participants

Bid Shipment Type:

Distributor - A distributor ships the products as well as invoices the operator.

Direct - The operator is shipped the products as well as invoiced by the product's manufacturer.

Drop - The product's manufacturer delivers the products to the operator on behalf of a local distributor who takes care of invoicing the operator for the shipment.

Unknown - The shipment type hasn't been defined or has the potential to be mixed.

Vendors

Bid Awards Type:

Prime Vendor / Bottom Line - A single distributor is awarded the entire bid request. The award is typically based upon the lowest bottom line bid.

Line Item - Each line item specification is awarded individually based upon the vendor bids received for the specification.

Market Basket - The operator's bid request is usually only a small sample of the products required. The award is usually given to one vendor who will supply the operator with a product price list which they will use to place their orders during the contract period.

Unknown - The operator had not defined how they plan on awarding the bid.

Bid Contacts

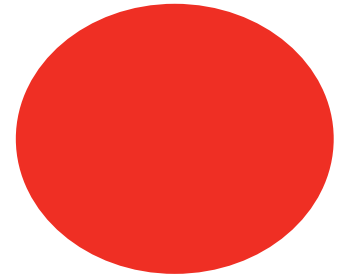
Documents

Timeframes: Start Date:  End Date:

Notes:

reset form cancel next


# Resources



- BidAdvantage for Schools

### Publish Opportunity

**Step 1: Select opening date & time**

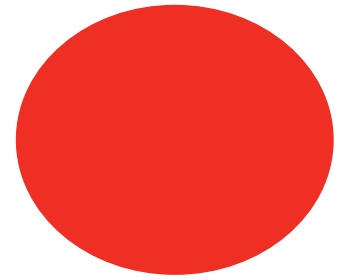
Date:   Time:  :   Time Zone:

**Step 2: Invite Vendors**

Vendor	
<input checked="" type="checkbox"/> Barb Heller (barb.heller@usfoods.com)	US FOODS
<input checked="" type="checkbox"/> Sue Lubnow (bids@feesers.com)	Feesers Foodservice Distributor
<input checked="" type="checkbox"/> Robert Mann (mann.robert@centralpa.sysco.com)	SYSCO Food Services of Central Pennsylvania, LLC..

**Step 3: Blind carbon copy email address(es)**

# Resources



- BidAdvantage for Schools

Bid Opportunities
Award Evaluation
Award Completed

### Bid Opportunities

▼ School District ABC - TN: Vendor System Training Bid

**Bid Number:** 12345

**Award Type:** Line Item

**Shipment Type:** Distributor Shipment


**Start Date:** 9/1/2014


**Issue Date:** 4/17/2013


**Opening Date:** 8/25/2014


**Opening Time:** 11:00 AM EDT


**End Date:** 8/30/2015


  
Download Bid Form

  
Upload Bid Form

  
Export Quotes

  
Manage Quotes

  
Bid Documents

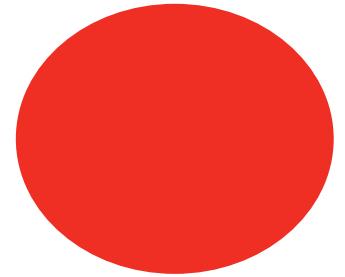
  
Vendor Documents

▶ School District ABC - TN: School District ABC Bid Opportunity 13-14

▶ Cooperative XYZ - DE: Grocery Bid 1

= 1		Bakery Products / Bagels	Bagels: enriched, assorted, fresh. PACK: 72 / 3.0 Ounces QTY: 200 Cases				
+	Product Manufacturer	Manufacturer Code	Distributor Code	Pack	Quantity	Unit Price	Notes
Save	Bageltime	12345	Dist Code	72 - 2.5	200	\$13.50	Also available in <del>wg</del>
Cancel				Ounces ▼	Cases ▼		

# Resources



- NFSMI “Procurement in the 21<sup>st</sup> Century”

## Elements of a Solicitation Document Template

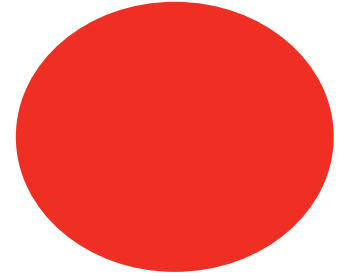
- General Information
- Information about the District
- Contract Type
- General Descriptions of Goods and Services
- Procedural Issues
- Technical Requirements
- Evaluation Criteria

- State Agencies

The screenshot shows the Wisconsin Department of Public Instruction website. The header features the department's logo and name. Below the header is a navigation bar with links for "ents", "Schools & Educators", "Libraries", and "Data & Media". A "Site Index" dropdown menu and a search box are also present. The main content area is titled "Procurement" and contains six green buttons: "3 Bids and a Buy", "FSMC", "Vended Meals Agreement", "Joint Agreement", "Geographic Preference", and "Buy American".



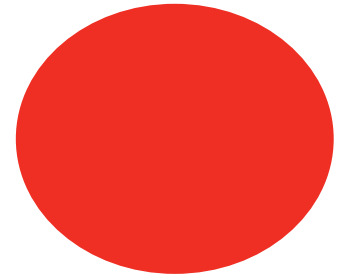
# Roundtable Discussion



Topic: Bid Evaluation

What is your biggest challenge in evaluating bid responses and what does your evaluation process look like?

# Resources



## Le-Nor-Co Purchasing Cooperative 2005-2006 bid evaluation:

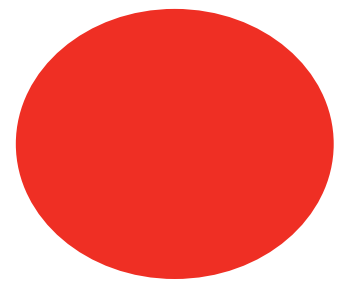
Comparing one bid....

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1																Internal Use Only
2		SECTION IV		Product	# svgs	VENDOR	COST	MARK-UP	PRICE per CASE	NET OFF INVOICE	NONFAT DRY MILK	FINAL NET	TOTAL UNIT COST	PRICE	PRICE	TOTAL UNIT COST
3	LEH-NOR BUYING GROUP		Code	Pack	Usage	CODE	PER CASE	FEE	(Col. 7 + Col. 8)	ALLOWANCE	ALLOWANCE	COST	(Col. 5 x Col. 9)	SUARANTEES	PER SVG	(Col. 5 x Col. 9)
4												(Col. 9-Col 10-Col 11)			(Col 12/4)	
5												(Col. 5 x Col. 12)				
6	PRODUCT	BRAND	ITEM NO.	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12	Column 13	Column 14	Column 15	Column 13
27		CATEGORY: FROZEN			0		0.00	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	7/31/06	#DIV/0!	\$0.00
31	Bagels, Plain 2.3 oz, Thaw & Serve, sliced	Lenders	27		70	999999	9.25	0.70	\$ 9.95	\$ -	\$ -	\$ 9.95	696.50	7/31/06	#DIV/0!	\$0.00

To another...

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1																Internal Use
2		SECTION IV		Product	# svgs	VENDOR	COST	MARK-UP	PRICE/CASE	NOI	NFDM	FINAL NET	TOT UNIT COST	PRICE	PRICE	TOT UNIT COST
3	LEH-NOR BUYING GROUP	US FOODSERVICE	Code	Pack	Usage	CODE	PER CASE	FEE	(Col 7 + Col 8)	ALLWNC	ALLWNC	COST	(Col. 5 x Col. 9)	SUARANTEES	PER SVG	(Col. 5 x Col. 9)
4		ALLENTOWN, PA										(Col. 9-Col 10-Col 11)			(Col 12/4)	
5												(Col. 5 x Col. 12)				
6	PRODUCT	BRAND	ITEM NO.	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12	Column 13	Column 14	Column 15	Column 13
31	Bagels, Plain 2.3 oz, Thaw & Serve, sliced	Lenders/Sara Lee	8047	72	70	533369	9.25	0.54	\$ 9.79	\$ -	\$ -	\$ 9.79	685.30	7/31/06	\$ 0.14	\$0.00

# Resources



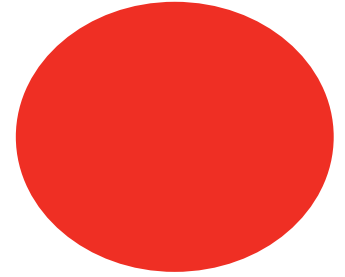
- BidAdvantage for Schools

Le-Nor-Co Purchasing Cooperative **2014-2015**  
 Comparing bids side-by-side, or exporting a  
 tabulation by specification:

9 Bagels						PACK: 72 / 2.0 Ounces
<i>Bagels, plain, thaw &amp; serve, sliced, 2 oz, whole grain</i>						QTY: 750 Cases
<b>APPROVED PRODUCTS:</b>						
Lender's ( Pinnacle Foods Group, Inc.) (0074)						
Vendor	Pack	Qty.	Unit Price	Adj Qty	Ext. Cost	
<input type="checkbox"/> Feesers Foodservice Distributor Lender's ( Pinnacle Foods Group, Inc.) (74)	72 / 2.0 Ounces	750 Cases	\$16.39	<input type="text"/>	\$12,292.50	
<input checked="" type="checkbox"/> US FOODS Pinnacle Foods Group, Inc. (00074)	72 / 2.0 Ounces	750 Cases	\$15.88	<input type="text"/>	\$11,910.00	
<input type="checkbox"/> <b>No Award</b>						

Description	Pack	Quantity	Approved Products	Bidding Vendor	Product Manufacturer	Manufacturer Code	Distributor Code	Pack	Quantity	Unit Price	Bid Unit	Ext. Bid Price
Apples, fresh, 175 count	175 Each	355 Cases		Feesers Foodservice Distributor US FOODS	Private Label	012633	7480247	1 / 175.0 Each	355 Cases	\$32.47	Cases	\$11,526.85
Apples, sliced, individual bags, one bag must equal 1/2 cup fruit	100.0 Count	4,860 Cases		Feesers Foodservice Distributor Peterson Farms, Inc. US FOODS	Appeeling Fruit	401	590259	100 / 2.0 Ounces	4860 Cases	\$23.78	Cases	\$115,570.80
Applesauce, plain, individual cup to equal 1/2 cup fruit	72.0 Each	155 Cases	Mott's, Inc. ( Dr. Pepper Snapple Group) - 21136	Feesers Foodservice Distributor US FOODS	Peterson Farms, Inc.	203102	203102	203102 / 2.0 Each	4860 Cases	\$17.96	Cases	\$87,285.60
Applesauce, sweetened, canned	6 / 10.0 Cans	95 Cases		Feesers Foodservice Distributor US FOODS	Private Label	-	1513100	100 / 2.0 Ounces	4860 Cases	\$24.60	Cases	\$119,556.00
Applesauce, unsweetened, canned	6 / 10.0 Cans	1,002 Cases		Feesers Foodservice Distributor US FOODS	Musselman's (Knouse Foods, Inc.)	11840	380264	96 / 4.5 Ounces	155 Cases	\$28.09	Cases	\$4,353.95
Asparagus: frozen, cuts and tips, grade a.	1 Pounds	445 Pounds		Feesers Foodservice Distributor US FOODS	Knouse Foods, Inc.	-	new	96 / 4.5 Ounces	155 Cases	\$25.20	Cases	\$3,906.00
Bacon. precooked, round	6 / 10.0 Cans	95 Cases		Feesers Foodservice Distributor US FOODS	Musselman's (Knouse Foods, Inc.)	12533	380163	6 / 10.0 Cans	95 Cases	\$28.30	Cases	\$2,688.50
Bacon. turkey, sliced, crisp, Jennie-O	6 / 10.0 Cans	1,002 Cases		Feesers Foodservice Distributor US FOODS	National Fruit Product Co	CS2-0015	380262	6 / 10.0 Cans	1002 Cases	\$18.82	Cases	\$18,857.64
Bagels. plain, thaw & serve, sliced, 2 oz, whole grain	1 Pounds	445 Pounds		Feesers Foodservice Distributor US FOODS	Knouse Foods, Inc.	180022	5328177	6 / 10.0 Cans	1002 Cases	\$23.20	Cases	\$23,246.40
Bagels. plain, thaw & serve, sliced, 3 oz, whole grain	192 Count	346 Cases		Feesers Foodservice Distributor US FOODS	Libby's	11103	760163	6 / 2.5 Pounds	445 Pounds	\$1.7347	Pounds	\$771.9415
Bagels. plain, thaw & serve, sliced, 2 oz, whole grain	12 / 50.0 Count	70 Cases	Jennie-O - 2711-06	Feesers Foodservice Distributor US FOODS	Golden Bay Foods	670109	9328212	1 / 1.0 Pounds	445 Pounds	\$3.467	Pounds	\$1,542.815
Bagels. plain, thaw & serve, sliced, 3 oz, whole grain	72 / 50.0 Count	346 Cases		Feesers Foodservice Distributor US FOODS	Tyson Foods, Inc.	209149-928	440647	1 / 192.0 Count	346 Cases	\$34.96	Cases	\$12,096.16
Bagels. plain, thaw & serve, sliced, 2 oz, whole grain	12 / 50.0 Count	70 Cases	Jennie-O - 2711-06	Feesers Foodservice Distributor US FOODS	Patrick Cudahy	402488	3335932	1 / 192.0 Each	346 Cases	\$36.20	Cases	\$12,525.20
Bagels. plain, thaw & serve, sliced, 2 oz, whole grain	12 / 50.0 Count	70 Cases	Jennie-O - 2711-06	Feesers Foodservice Distributor US FOODS	Jennie-O	2711-06	750081	12 / 50.0 Count	70 Cases	\$83.03	Cases	\$5,812.10
Bagels. plain, thaw & serve, sliced, 2 oz, whole grain	12 / 50.0 Count	70 Cases	Jennie-O - 2711-06	Feesers Foodservice Distributor US FOODS	Jennie-O	271106	106433	12 / 50.0 Count	70 Cases	\$80.80	Cases	\$5,656.00
Bagels. plain, thaw & serve, sliced, 2 oz, whole grain	72 / 2.0 Ounces	750 Cases	Lender's ( Pinnacle Foods Group, Inc.) - 0074	Feesers Foodservice Distributor US FOODS	Lender's ( Pinnacle Foods Group, Inc.)	74	560636	72 / 2.0 Ounces	750 Cases	\$16.39	Cases	\$12,292.50
Bagels. plain, thaw & serve, sliced, 2 oz, whole grain	72 / 2.0 Ounces	750 Cases	Lender's ( Pinnacle Foods Group, Inc.) - 0074	Feesers Foodservice Distributor US FOODS	Pinnacle Foods Group,	00074	1788165	72 / 2.0 Ounces	750 Cases	\$15.88	Cases	\$11,910.00
Bagels. plain, thaw & serve, sliced, 2 oz, whole grain	72 / 3.0 Ounces	1,110 Cases	Lender's ( Pinnacle Foods Group, Inc.) Sara Lee Foods	Feesers Foodservice Distributor US FOODS	Original Bagel Company		999999	72 / 3.0 Ounces	1110 Cases	\$14.95	Cases	\$16,594.50
Bagels. plain, thaw & serve, sliced, 2 oz, whole grain	72 / 2.0 Ounces	1,110 Cases	Lender's ( Pinnacle Foods Group, Inc.) Sara Lee Foods	Feesers Foodservice Distributor US FOODS	Pinnacle Foods Group,	74	1788165	72 / 2.0 Ounces	1110 Cases	\$15.88	Cases	\$17,626.80

# Resources



- SNA Procurement Toolkit

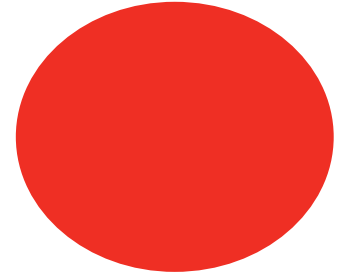
Category	Maximum Score
1. Experience and Past Performance	25 Points
2. Proposed Cost	35 Points
3. Suitability and Quality of Product	20 Points
4. Project Approach & Capacity	20 Points
<b>Total Possible Score (per evaluator):</b>	<b>100 Points</b>

- NFSMI “Procurement in the 21<sup>st</sup> Century”

## Qualified Respondents

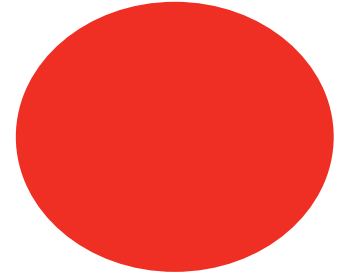
- Eligible
- Able
- Responsive
- Willing

# Wrap-Up



What one thing would make the bid process simpler for you?

# BidAdvantage for Schools



## **We're here to help!**

Interflex offers weekly webinar training sessions as well as unlimited support via phone and email.

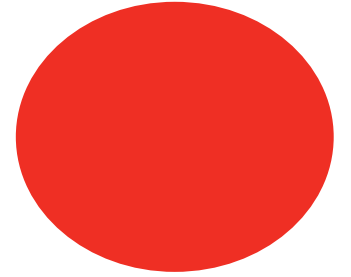
Contact us: (800)293-2909 or [custserv@interflex.net](mailto:custserv@interflex.net)

## **We've teamed up!**

Interflex currently works with the following organizations to streamline and simplify the bid process:

- The Alliance for a Healthier Generation
  - Cool School CAFE / CAFE Fuel
  - Horizon Software

Wrap-up



Questions?

# ONTHEGO *EVALUATION*

Evaluate this session *online*.

Visit [onthego.schoolnutrition.org](http://onthego.schoolnutrition.org)  
on your cell phone's browser.

Click the “Evaluate Your Sessions” link.

***THANK YOU!***