



PINCO ADVISORY COMMITTEE MEETING
THURSDAY, MAY 14, 2020
1:00 PM
PINCO ADMINISTRATIVE OFFICES
44809 BEECH AVENUE
LANCASTER, CA 93534

REVISED

SPECIAL SESSION PINCO ADVISORY COMMITTEE MEETING

Pursuant to the Governor's recent provisional guidance regarding open meeting policies in conducting public business, and California Government Code § 54953(b) and notwithstanding any other provision of law, the legislative body of a local agency has provided teleconferencing for the benefit of the public and the legislative body of a local agency in order to meet, discuss and act in the best interests of the Partners in Nutrition Co-Operative under its Joint Powers Agreement.

PINCO has established teleconferencing access for this special session PINCO Advisory Committee meeting. PINCO Member District Representatives and members of the public are encouraged to participate through the following number:

Meeting ID: meet.google.com/cgv-mbwc-vng

Phone Number: (US) [+1 209-730-7373](tel:+12097307373) PIN: 821 980 936#

1. SIGN-IN:

2. ADOPTION OF AGENDA

Adoption of the May 14, 2020 Advisory Committee Meeting Agenda as presented.

MOTION: _____ **SECONDED:** _____ **VOTE: YES** ____ **NO** ____

3. PUBLIC COMMENTS FROM THE FLOOR:

Public Business from the Floor – Agendized Items and Non-Agendized Items: The public is invited to address items on the PINCO Agenda or any item that is within PINCO's jurisdiction as constituted. Without taking action or entering into a dialog with the public, PINCO Board members may briefly respond to statements made or ask clarifying questions about topics not on the PINCO agenda. Individual speakers are limited to three (3) minutes each with the total time for public input on each item limited to fifteen (15) minutes. All persons requesting to make comments are asked to complete a public speaking form prior to the meeting. You will be asked to provide your full name, who or what you are representing and the topic as an item identified on the agenda or as a non-Agendized item.

4. APPROVAL: 2020-2021 PINCO OPERATIONS BUDGET

Background: The proposed 2020-2021 PINCO Operations Budget takes into account current and projected revenues (food purchases/deposits) and adjustments made to expenses. Lead Agency will review budget at scheduled interims with PINCO Executive and Advisory Committees and make any revisions as required.

It is recommended PINCO's Advisory Committee review and approve the proposed 2020-2021 PINCO Operations Budget as presented.

MOTION: _____ **SECONDED:** _____ **VOTE: YES** ____ **NO** ____

5. APPROVE: 2020-2021 PINCO MEETING CALENDAR

Background: The continuity and strength of PINCO is based in its meeting structure providing Member Districts the opportunity for open dialog and collaboration. The COVID-19 Pandemic and resulting school closures this year presented PINCO with the opportunity to conduct its meetings electronically following open meeting policies and flexibilities per CDE.

Moving into 2020-2021, the Lead Agency will provide electronic meeting access and maintain protocols for voting and other PINCO business as required for Member District's participation and benefit.

The dates below are being suggested for PINCO's Executive and Advisory Committee meetings in 2020-2021:

<u>Executive Committee</u>	<u>Advisory Committee</u>
September 3, 2020	September 17, 2020
October 8, 2020	October 22, 2020
DECEMBER 2&3, 2020 PINCO FOOD SHOW (T.B.D.)	
December 17, 2020 (Advisory Committee Only)	
January 14, 2021	January 28, 2021
February 4, 2021	February 18, 2021
March 4, 2021	March 18, 2021
April 1, 2021	April 15, 2021
May 6, 2021	May 20, 2021
June 3, 2020	June 17, 2021

It is recommended PINCO's Advisory Committee review and approve the proposed dates for PINCO's 2020-2021 meeting calendar.

MOTION: _____ **SECONDED:** _____ **VOTE: YES** ___ **NO** ___

6. AWARD: ADDITIONAL PRODUCTS UNDER PINCO RFP #08/20-21

Background: At its last meeting PINCO's Advisory Committee voted to study options with frozen bakery and other commercially purchased products with the option of including some of these products into its 2020-2021 Buying Guide. It is recommended PINCO's Advisory Committee determine the most responsive vendor(s) with product(s) it determines beneficial to secure under agreement and direct the Lead Agency to add those items into the 2020-2021 PINCO Buying Guide. Lead Agency shall establish agreement(s) with vendor(s) as required under PINCO's procurement procedures for the upcoming fiscal year.

MOTION: _____ **SECONDED:** _____ **VOTE: YES** ___ **NO** ___

7. AWARD: PINCO IFB #12/20-21 DISTRIBUTION SERVICES

Background: Background: On May 8, 2020, the Lead Agency conducted the public opening of PINCO IFB #12/20-21, for Distribution Services. Notwithstanding the public notice posted in the Bakersfield Californian and Antelope Valley Press in addition to soliciting bids from qualified vendors requesting notification, PINCO had only one Respondent meeting the requirements and expectations of the IFB. Food Source Transportation's bid came in at \$17, 388.00 per month, per vehicle inclusive of all material, licensing and staffing expenses. This response was in line with the Lead Agency's budgeting prior to bid opening and is extremely reasonable given current conditions in the logistics industry.

Food Source Transportation has honored all aspects of its agreement with PINCO throughout the term of the current contract and has provided outstanding customer service to Member Districts while performing critically needed and valued assistance in warehousing services to reduce PINCO's staffing expenses. It is recommended PINCO's Advisory Committee review and award Food Source Transportation's response to PINCO IFB #12/20-21 for distribution services.

MOTION: _____ **SECONDED:** _____ **VOTE: YES** ___ **NO** ___

8. UPDATE: PINCO 2020 INVENTORIED PRODUCT FOR FURTHER PROCESSING

Background: On May 8, 2020, PINCO issued a "backhaul catalog" utilizing Request for Quote with inventoried product to be further processed/assembled into ready-to-serve/heat entrées. The awarded vendor has provided Member Districts with a nice selection of options meeting menu pattern contributions that work for same-day and multi-day meal kits.

With current demand and urgency for entrée options in Member District's SSFO programs and in order to reduce standing inventories, a May 15, 2020 deadline was established to accelerate P.O.'s; Lead time for items from the backhaul catalog is three weeks and product is subject to the same September 15, 2020 timeline for removal as other 2019-2020 discontinued products. Please contact the Service Center with any questions.

INFORMATION ONLY

9. UPDATE: SUPPLEMENTAL RFP- ADDITIONAL PRODUCTS ALLIGNED WITH NEW MEAL DISTRIBUTION MODEL

Background: Lead Agency to report out on upcoming PINCO Bid Sub-committee meeting. Sub-committee to focus on identifying additional commodity processed and commercially purchased products to consider in issuing a supplemental Request for Proposal in 2020-2021. Industry and Association Representatives were sent a survey request for product and nutritional information on individually wrapped, thaw & serve options being developed in response to new meal distribution systems and models being developed to meet today's sponsorship demands. The Lead Agency shall update Member Districts with the Sub-committee's activities and communications, including scheduling a PINCO solicitation as determined and directed.

INFORMATION ONLY

10. REPORTS FROM ADVISORY COMMITTEE MEMBERS/LEAD AGENCY

11. UPCOMING MEETING DATES:

JUNE 18, 2020 1:00PM – YEAR END MEETING

12. ADJOURN: MOTION: _____ SECONDED: _____