



**PINCO EXECUTIVE COMMITTEE MEETING**  
**MARCH 5, 2020**  
**10:00AM**  
**PINCO ADMINISTRATIVE OFFICES**  
**44809 BEECH AVENUE**  
**LANCASTER, CA 93534**

**AGENDA**

**1. SIGN-IN:**

**2. ADOPTION OF AGENDA**

Adoption of March 5, 2020 Executive Committee Meeting Agenda.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

**3. ADOPTION: EXECUTIVE COMMITTEE MEETING MINUTES OF FEBRUARY 6, 2020**

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

**4. 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.

**5. APPROVAL/RECOMMENDATION: PINCO 2020-2021 REQUEST FOR PROPOSALS (RFP’s)**

Background: On February 21, 2020 PINCO’s Lead Agency and Members of PINCO’s Bid Sub-committee opened responses submitted for PINCO’s USDA commodity processed, commercially purchased foods as listed below:

Processed Commodity/Purchased Chicken Products	RFP #01/20-21
Processed Commodity/Purchased Beef Products	RFP #02/20-21
Processed Commodity/Purchased Pork Products	RFP #03/20-21
Processed Commodity/Purchased Turkey Products	RFP #04/20-21
Processed Commodity/Purchased Egg Products	RFP #05/20-21
Processed Commodity/Purchased Peanut Products	RFP #06/20-21
Purchased Shelf Stable Milk – Plant/Cow	RFP #07/20-21
Purchased Items to PINCO Warehouse	RFP #08/20-21

In accordance with the term(s) and schedule(s) noted in each RFP and PINCO’s Best Value Scoring System, it is recommended PINCO’s Executive Committee review the pricing, term & conditions submitted by the respondents and recommendations of the Bid Sub-committee to determine the scheduling of cuttings and student taste testing in determining recommendations to present to PINCO’s Advisory Committee for consideration; upon the conclusion of taste tests, completion of scoring and determination of award(s) will be conducted at the upcoming March 19, 2020 Advisory Committee meeting.

Appreciations to PINCO’s Bid Sub-committee and PINCO Staff for their time and effort.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

**6. APPROVAL/RECOMMENDATION: PINCO EXTENSION OF AGREEMENTS 2020-2021**

Background: Based on product quality and performance, PINCO’s Lead Agency forwarded terms of extension of existing agreements with the following vendors for the 2020-2021 year beginning July 1, 2020:

- Rose & Shore - Turkey & Gravy (USDA Turkey Roast) / Carnitas (USDA Pork Roast) Back-Haul
- Del Monte- Fruit Products
- Sysco- Condiments
- Schwan’s- Cheese, Pizza Products
- Tony Roberts- Cheese, Pizza Products
- MCI/Los Cabo’s- Cheese, Mexican Foods
- Michael B’s- Cheese, Mexican Foods
- Land O’ Lakes- Cheese Products

Vendors will be required to provide any change(s) in pricing/terms in writing no later than March 31, 2020. Lead Agency shall provide all relevant information to Membership for consideration at its scheduled April meetings. PINCO Buying Guide item(s) selections from Vendors under extension shall be determined at the April 19, 2020 Advisory Committee meeting along with items currently being considered from PINCO’s open solicitations.

It is recommended PINCO’s Executive Committee authorize Lead Agency issue extension(s) and report back to PINCO’s Executive and Advisory Committees all Vendor responses for review and action as determined.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_\_ **NO** \_\_\_\_

**7. UPDATE: FORKLIFT PURCHASE**

Background: In February, PINCO’s Executive Committee recommended to PINCO’s Advisory Committee the purchase of a pre-owned forklift based on the quotes provided by the Lead Agency following USDA’s small purchase process. At its February 20, 2020 meeting, the PINCO Advisory Committee required the Lead Agency to furnish validation from CDE’s Procurement Resources Unit (PRU) in the steps taken in the procurement on behalf of the PINCO. As the Lead Agency had received its validation from the PRU in the days subsequent to this directive, the Vendor with the most responsive bid had sold the forklift to another party. As a result of this development, the Lead Agency has secured a rental forklift at \$300.00 per week to maintain its productivity and has initiated a second small purchase quotation process in order to source another forklift; quotes/terms will be presented as received to PINCO’s Executive Committee for consideration and direction.

**INFORMATION ONLY**

**8. REPORTS FROM EXECUTIVE COMMITTEE MEMBERS/LEAD AGENCY**

**9. UPCOMING MEETING DATES:**

<b>2019-2020 PINCO MEETING CALENDAR</b>	
<u><b>EXECUTIVE COMMITTEE</b></u>	<u><b>ADVISORY COMMITTEE</b></u>
<del>March 5, 2020</del>	March 19, 2020
April 2, 2020	April 16, 2020
May 7, 2020	May 21, 2020
June 4, 2020	June 18, 2020

Executive Committee Meetings held at 44809 Beech Avenue Lancaster, CA 93534  
Advisory Committee Meetings held at 3019 16<sup>th</sup> Street Bakersfield

**10. MOTION TO ADJOURN:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_\_ **NO** \_\_\_\_