

School Purchasing Alliance Cooperative

Cost/Price Analysis Form

Determination of Cost or Price Analysis Reasonableness

Purpose: Federal regulations require documentation of cost analysis or price analysis for every procurement action at or above \$250,000 (see 2 CFR 200.323), however, the state of Texas "Simplified Acquisition Threshold" is \$50,000. The Determination of Cost or Price Reasonableness form is used to document the analysis showing that the offered price is fair and reasonable. The form is kept as part of the procurement file to demonstrate that the procurement process was conducted in an open and fair manner and that SPA received the most advantageous pricing. **SPA purchases are made using Interlocal Agreement or purchasing cooperative (TEC 44.031(a)(4),/Tex. Gov't Code Ch. 791;2 CFR 200.318(e) and ARM Section 17.**

Goods or Services to be Purchased:

Commercial Grocery & Non-Foods/Commodity Purchases Storage and Delivery

RFP Title:

RFP 04-2019 Grocery & Delivery

Vendor Name

Gordon Foodservice

Estimated Amount of Purchase

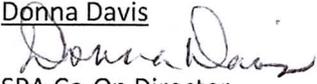
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Cost or price offered or fee negotiated is considered fair and reasonable and is supported by attached documentation and/or detailed discussion of the cost or price analysis. The primary method is a comparison of complete pricing offered by vendors. In addition historical data may be used to compare previous to currently proposed pricing for similar items.

SPA released this RFP and got back 3 responses. Only 1 of the 3 responses was from a full service distributor in the Houston Market. Of the 5 Houston based distributors only 2 service schools due to the complexity of the business model of the CN Business. A Cost Price Analysis was done with the current distributor, Gordon, to make sure the pricing was fair and reasonable before accepting their offer. Also, Labatt, the other distributor in Houston that services schools was contacted to assure that SPA had not put anything too restrictive in the RFP that precluded them from offering a response to the solicitation. Both the comparative analysis and the response from Labtt are in this file.

I certify that the information provided is true and correct to the best of my knowledge and belief. I fu

Name: Donna Davis

Signature: 

Title: SPA Co-Op Director