



## Department of Purchasing

100 N. Main Street, 2<sup>nd</sup> Floor

Suffolk, VA 23434

Ph. (757)925-6762 Fax (757)942-4333

### NOTICE OF INTENT TO AWARD

**TO:** Edward C. Press, VP Finance  
Performance Foodservice Virginia  
10399 Washington Highway  
Glen Allen, VA 23059

**Date:** November 15, 2024

**Topic:** IFB 1854-B Local Ground Beef and Frozen Beef Patties

This notice of Intent to Award is to Performance Foodservice Virginia, as specified for Suffolk Public Schools, based on lowest responsive/responsible bidder. Performance of all products and pricing related to this award shall be in accordance with IFB 1854-B, your proposal dated 11/04/2024, all made a part of this award by reference. Contact me if you have questions or need additional information.

Please return an acknowledged copy of this Notice of Intent to Award to the above address within ten (10) calendar days. Thank you and we look forward to working with you.

Sincerely,

Linda Bates, NIGP-CPP, VCO  
Coordinator of Purchasing

Receipt of the above **NOTICE OF INTENT TO AWARD** is hereby acknowledged by:

Acknowledged this the \_\_\_\_\_ day of \_\_\_\_\_, 2024

By \_\_\_\_\_ Title \_\_\_\_\_

Copies: Dr. Lawrence Whiting, Director of Food Service  
Bid File

**IFB 1854-B****Local Ground Beef and Frozen Beef Patties****November 15, 2024**

**Terms of Agreement:** The term of the contract shall begin on date of award and continue through June 30, 2025 and will automatically be extended for two additional on-year periods unless canceled by either party 30 days prior to June 30<sup>th</sup> of each year. The School Board may approve price increases for each subsequent year based on the Consumer Price Index., All Urban Consumers South. Justification for such price increases should be submitted to the Purchasing Agent 60 days prior to June 30<sup>th</sup> of each year. **This agreement reflects the pricing listed below, including all specifications of the bid documents and addendum:**

**Performance Foodservice Virginia**

<b>Item Description</b>	<b>Case size</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total Cost</b>
<b>Local Ground Beef</b>	40 lb	8-5lb	\$5.25/lb	\$210.00/cs
<b>3 oz. Frozen Beef Patties</b>	37.5 lb	200 –3oz	\$5.99/lb	\$224.63/cs

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PFG Initials

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Date