Spokane Public Schools

Agenda Item Details

Meeting	Aug 13, 2025 - Regular Meeting
Category	5. CONSENT AGENDA
Subject	V. RFP 15-2122 USDA Bulk Beef Processing Alternate Purchase No. 118-2526
Type	Action (Consent)

Recommendation:
Issuance of a Purchase Order to JTM Provisions Co, Inc., Harrison, OH, in the estimated amount of $240,000.00, for beef products processed with USDA beef commodities during the 2025-26 fiscal year, per the terms and conditions of RFP No. 15-2122.

Background:
This recommendation is designed to partner with a USDA approved beef processor who can take the district's bulk beef allotment and make it into patties, taco crumbles and other finished beef products with emphasis on using 100% beef without added fillers. The district utilized the Request for Proposal soliciting style, which allows other product and company aspects in addition to cost to be considered when determining award. This process involved student product taste testing, back-of-kitchen scoring and reference checks conducted on the eligible USDA beef processors. Of the three USDA approved beef processors who responded, only two carried a full line of beef products utilized by the district. JTM Provisions Co., Inc. received the most points in the overall evaluation and received the initial bid award. This will be the third of four optional annual renewals as allowed for in the RFP terms and conditions. The District has contracted with JTM for the past 13 years and finds their product and service acceptable.

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Motion by: Director Slagle. Second by: Director Wiser.
Yes: Nicole Bishop, Nikki Lockwood, Jenny Slagle, Mike Wiser, Hilary Kozel
Final Resolution: Motion carries

Purchase Requisition for Miscellaneous Supplies

SPOKANE PUBLIC SCHOOLS
Spokane, Washington

NAME OF PURCHASE:

Loc #: 680 Req #: Req Date: 18-Jun-25 Due Date:

Deliver To:
Warehouse

Suggested Vendor:
Reference Bid No. 15-2122
JM Beef

Phone #:
Fax #:

DO NOT USE
PO #: 2601169
PO Date: 9.1.25
Bid/Quote: RFP 15.2122
Other:

AH. 118.25260

Ordered By: (Signature)

Approved By: Wendy Esler for Becky Doughty (Budgetary Signature)

Special Remarks:

250169

Will items on requisition be used for;			(NOTE, ALL QUESTIONS MUST BE ANSWERED)
...Grant Funding?	☑ YES	☐ NO	**Yes IF for Federal Grant or Non-Federal Grant operated in partnership with a Federal Grant.**
...Elementary Instruction?	☐ YES	☑ NO	**If yes, approval needed from a Director of Elementary Curriculum.**
...Secondary Instruction?	☐ YES	☑ NO	**If yes, approval needed from the Director of Secondary Curriculum.**
...Tech Services, hardware or software?	☐ YES	☑ NO	**If yes, approval needed from the Director of Technology Services.**

Qty.	Unit	Description	Account #	Stock #	Unit Cost	Total Cost
1	EA	Reference 15-2122	1-14100		$ 240,000.00	$ 240,000.00
			DC 6/18/25			
		Processing of the USDA Beef Commodities				
		USDA Beef processing to be ordered as needed by				
		the warehouse Supervisor: Alex Navarrete				
		Purchases from 9/1/25 through 8/31/26				
		Please send copy of PO to NS				
					SUBTOTAL	$ 240,000.00
					SHIPPING & HANDLING RATE	$ -
					SUBTOTAL	$ 240,000.00
					SALES TAX RATE	$ -
					TOTAL	$ 240,000.00

Form 10-0009 Rev 10/15 Web Form 10-0009 Stores OR-1506 Building Retention 2 years Revised 04/03/19

MEMORANDUM

Spokane Public Schools
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August 13, 2025

☐ Information Only
☐ Action Required By _____
☐ Due Back By _____

Subject: RFP No. 15-2122 *(Renewal)*; Processing with USDA Beef, Alternate Purchase No. 118-2526

Recommendation:
Approve issuance of a Purchase Order to JTM Provisions Co, Inc., Harrison, OH, in the estimated amount of $240,000, for beef products processed with USDA beef commodities during the 2025-26 fiscal year per the terms and conditions of RFP No. 15-2122.

Background:
This recommendation is designed for Spokane Public Schools to partner with a USDA approved beef processor who can take the district's bulk beef allotment and make it into patties, taco crumbles and other finished beef products with emphasis on using 100% beef without added fillers. The district utilized the Request for Proposal soliciting style; this allowed other product and company aspects besides cost to be considered when determining award. This process involved student product taste testing, back of kitchen scoring and reference checks conducted on the eligible USDA beef processors. Of the three USDA approved beef processors who responded, only two carried a full line of beef products utilized by the district. JTM Provisions Co., Inc. received the most points in the overall evaluation and received the initial bid award. This will be the third of four optional annual renewals as allowed for in the RFP terms and conditions. The District has contracted with JTM for the past thirteen years and finds their product and service acceptable. Expenditures from this purchase will be from the general fund.

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SAM.GOV®

Home Search Data Bank Data Services Help

Search

All Words | e.g. 1606N020Q02

Filter By

Keyword Search

For more information on how to use our keyword search, visit our help guide

Simple Search **Search Editor**

- Any Words
- All Words
- Exact Phrase

e.g. 123456789, Smith Corp

"JTM Provisions Company Inc" ×

- Classification
- Excluded Individual
- Excluded Entity
- Federal Organizations
- Exclusion Type
- Exclusion Program
- Location
- Dates

Reset

Entity Information | **All Entity Information** | **Entities** | **Disaster Response Registry** | **Responsibility / Qu**

No matches found

ALT# 118-2526

AUTHORIZATION FOR ALTERNATIVE PURCHASE PROCESS

GOODS – Dollar Threshold	$40,000-75,000	[ ]
	Over $75,000	[ ]
SERVICES – Dollar Threshold	**FEDERAL** - Over $10,000	[ ]
	STATE - $40,000-$300,000	[x]
	STATE – Over $300,000	[ ]
School Board Approval Required		[x]
Rationale:	Single Source	[ ]
	Service	[ ]
	Books*	[ ]
	Accessing Existing Contract	[x]

Spokane Public Schools (agency) RFP 15-2122 (no.)

Vendor: JTM Provisions Co.

Purchase Description: USDA Beef processing

Rationale: Processing of USDA beef into usable serving products for the NS meal progra

Estimated Amount: $240,000.00

Originating Department Contact Person: Rebecca Doughty / Nutrition Services

Purchasing Agent Approval: _____

Date Forwarded for Authorization: 07/01/2025

Approval Signature: NA - Will be Board approved Date: 8.13.25
Administrative Approval

Board Approval Date 08/13/2025 PO# 260169 by: ST

*Per RCW 28S.335.190(1) and RCW 28A.335.190(2)

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PURCHASE ORDER NUMBER: 260169

PO DATE: 09/01/25	ORDER DUE DATE: 09/01/25	PAYMENT MAY BE DELAYED UNLESS PO# APPEARS ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGING.
VENDOR NUMBER 024382	VENDOR PHONE NUMBER (800) 626-2308 FX(513) 367-3508	REQUISITION NUMBER R66982

VENDOR INFORMATION
JTM PROVISIONS COMPANY INC
200 SALES DR
HARRISON, OH 45030

ATTN:
BID/QUOTE NO.: 15-2122
CONTRACT NO.: B-JPR-BEEF PROC
BUYER: SHARON
BUYER PHONE NO.: (509) 354-7185

SHIP TO: CENTRAL WAREHOUSE
2815 E GARLAND AVE
SPOKANE, WA 99207

FOR: BEEF PROCESSING

SEND INVOICE TO: NUTRITION SERVICES
2815 E GARLAND AVE
SPOKANE, WA 99207

ALL INVOICES AND CORRESPONDENCE MUST BE SENT TO THIS ADDRESS REGARDLESS OF THE SHIPPING DESTINATION.

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	ITEM TOTAL
			REFERENCE: RFP 15-2122, PROCESSING WITH USDA BEEF COMMODITIES, DATED 01/27/22. AWARD OF PURCHASE ORDER RENEWAL TO YOUR FIRM WAS APPROVED BY THE SCHOOL BOARD 08/13/2025 TO PROVIDE THE FOLLOWING IN ACCORDANCE WITH THE TERMS, CONDITIONS AND SPECIFICATIONS OF THE AFOREMENTIONED RFP.		
0001	240,000	$	USDA BEEF PROCESSING TO BE ORDERED AS NEEDED BY THE WAREHOUSE SUPERVISOR, ALEX NAVARRETE. THIS PURCHASE ORDER IS FOR ORDERS PLACED DURING THE PERIOD 09/01/2025 THROUGH 08/31/2026.	1.00	240,000.00
			CP5670 CHARBROILED PATTY 100% BEEF LOW SODIUM 2.45 OZ $56.36		
			CP5578 REDUCED FAT BEEF SPAGHETTI SAUCE $44.32		
					CONTINUED

PO TOTAL

ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Goods other than those specified on this order must not be substituted without authorization.
2. The right of cancellation in case of long delay in shipment is reserved.
3. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if item is backordered or canceled.
4. If not sold F.O.B. destination, prepay shipping charges, if any, and invoice accordingly. No C.O.D.'s will be accepted.
5. Payments shall be paid within 30 days receipt of an acceptable invoice provided goods/services have been received.
6. Authorization for price discrepancies is necessary only if total order is increased more than $25.

INTERNAL USE ONLY
RECEIVING SIGNATURE: _____ DATE REC'D: ___/___/___

PURCHASE ORDER AUTHORIZED BY: S Thoma

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200 SALES DR
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FOR: BEEF PROCESSING

SEND INVOICE TO: NUTRITION SERVICES
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SPOKANE, WA 99207

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ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	ITEM TOTAL
			CP5249 TACO CRUMBLES 100% BEEF $48.55 CP5049 MEATBALLS 100% BEEF $55.41 PLEASE NOTIFY THE WAREHOUSE 48 HOURS PRIOR TO ALL DELIVERIES AT (509) 354-7174.		
				Subtotal	240,000.00
				Tax	0.00
				PO TOTAL	240,000.00

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3. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if item is backordered or canceled.
4. If not sold F.O.B. destination, prepay shipping charges, if any, and invoice accordingly. No C.O.D.'s will be accepted.
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6. Authorization for price discrepancies is necessary only if total order is increased more than $25.

INTERNAL USE ONLY
RECEIVING SIGNATURE: _____ DATE REC'D: ___/___/___

PURCHASE ORDER AUTHORIZED BY: S. Woma