

To: John Baumgartner, City Manager

From: Gabriella Paiz, Purchasing Supervisor

CC: Chien Wei, Director of Parks & Cultural Services
Meredith Layton, Head Librarian
Brandi Arevalo, Community Center Supervisor
Eric Rich, Recreation Supervisor

Date: 5/27/2025

Re: Request for Proposal (RFP) 25-010 Vending Machine Services
Evaluation and Award Recommendation

Enclosed for your review and approval is the award recommendation for Vending Machine Services, released RFP, Proposal Tabulations, recommended awardee's submission, and Evaluation Summary

HISTORY

On April 14, Request for Proposal (RFP) **25-010 Vending Machine Services** was released to the public. The objective of the solicitation was to find qualified proposers to provide vending machine services at a price that is most advantageous to and best meets the needs of the City while taking into consideration the evaluation factors set forth in the RFP. The proposals were received and opened May 12th at 10am CST.

AWARD RECOMMENDATION

After receiving the **two (2) proposals**, the proposals were evaluated and tabulated. Based on scoring of the pricing of goods as tabulated, the percentage of gross revenue paid to the City, the vendor's data collection ability, the type and variety of goods supplied, the vendor's project methodology, and the references/experience of the vendor, the Purchasing Department recommends awarding the contract to **King's Vending Solutions, Inc** as the highest scoring, most qualified responsive proposer.

Gabriella Paiz

Gabby Paiz
Purchasing Supervisor