

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Bid for Coffee Services

DATE OF MEETING: May 8, 2018

BUDGET IMPACT: ~\$11,935.38

FUNDING SOURCE

- Annual
- Capital
- N/A

- Regular Meeting
- Work Session
- Recommendation
- Policy/Discussion
- Report
- Other

COUNTY ACTION REQUESTED ON: Bid for Coffee Services

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HISTORY, FACTS AND ISSUES: Lowndes County solicited bids for coffee service at county buildings. Vendors were asked to provide pricing for premium and house brand coffees and all related items for the service. The contract will be for one year with an option to renew for two additional one-year terms. Attached is a worksheet showing the comparison on bids received and the estimation of annual costs. Based on those estimations, the following were the responsive bids:

Vendor:	Location:	Coffee:	Estimated Annual Cost:
Lighthouse Coffee Co.	Valdosta, Georgia	House Blend	\$11,935.38
Variety Vending	Valdosta, Georgia	House Blend	\$12,648.75

- OPTIONS: 1. Award the bid to Lighthouse Coffee Co. and authorize the Chairman to sign the contract
2. Board's Pleasure

RECOMMENDED ACTION: 1. Award the bid to Lighthouse Coffee Co. and authorize the Chairman to sign the contract

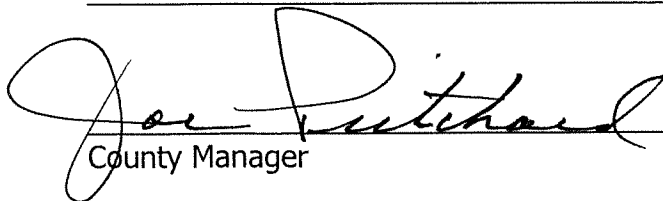
DEPARTMENT: Finance

Department Head: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:

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County Manager

Action Taken By Board: \_\_\_\_\_