



INTEROFFICE MEMORANDUM

TO: Felicia Strong-Whitaker, Director
Department of Purchasing & Contract Compliance

FROM: Evaluation Committee Recommendation Letter

DATE: May 25, 2026

PROJECT: "25RFP1469666C-MH - Vending Machine Services Countywide FY26"

In accordance with the Purchasing Code, a duly appointed Evaluation Committee has reviewed the proposals submitted in response to the above-reference project on behalf of the Department of Real Estate and Asset Management.

Four (4) qualified firms submitted proposals for evaluation and consideration for award of the Vending Machine Services Countywide FY26 for this project:

1. Coca-Cola Bottling Company United, Inc
2. A-Action Vending Service Inc.
3. Sodexo, Inc.
4. Rich & Delicious Vending LLC

After review of the technical proposal the following firms were short-listed:

1. Coca-Cola Bottling Company United, Inc
2. A-Action Vending Service Inc.

After review, evaluation and consideration of all available information related to the requirements and evaluation criteria of the RFP, the Evaluation Committee has determined that the proposal submitted by **Coca-Cola Bottling Company United, Inc** with a total score of **84.59**, is the recommended vendor for the award of #25RFP1469666C-MH - Vending Machine Services Countywide FY26.

Evaluation Committee Recommendation Letter
May 25, 2026May 30, 2026Page | 2

The Evaluation Committee members attest that each member scored each proposal independently in accordance with the evaluation criteria set forth in the Request for Proposal and that their individual score is a part of the final scores in the attached Evaluation Matrix.

SELECTION COMMITTEE MEMBERS:

Lattice Brown

Lattice Brown,
LB

Amy von Kelsch

Amy Von-Kelsch,
Jury Clerk

John Adams

John W Adams,
Administrator, Build & Grounds, D.R.E.A.M.

Evaluation Committee Recommendation Letter
May 25, 2026May 30, 2026Page | 3

EVALUATION CRITERIA	WEIGHT	Coca-Cola Bottling Company United, Inc	A-Action Vending Service Inc.
Project Plan/Approach to Work	20	16.67	11.67
Qualification of Key Personnel	10	8.33	6.67
Relevant Project Experience/Past Performance	20	16.67	11.67
Availability of Key Personnel	15	12.5	6.25
Local Preference	5	5	0
Service Disabled Veterans Preference	2	0	0
Cost Proposal	28	25.42	28
TOTAL SCORE:	100.00	84.59	64.26

**To sum Total Score columns highlight the row and press F9*