



awarded items will be repriced annually unless otherwise noted by the vendor, that the contract is extended with the distributors.

The MOR Consortium districts will agree to purchase from the program to the fullest extent of their ability. Districts will make that individual choice by considering which items are awarded, price, minimum drop sizes and other factors that affect their operation. Districts will use commercial products outside of what is on our commercial pricing list. We are requesting that participating vendors offer special MOR Consortium pricing on all other items ordered (please address this pricing scenario in your submission). All members of our consortium will receive the same prices on all products, no special pricing lists should exist that only certain districts can use.

All costs related to the development of Nutrition Information and the One Bank System any part of the program will be incurred by the successful contractor and will not be charged back to the MOR coop. MOR operates a one bank system across all commodity product categories with the ability shut off any individual district, vendor or product. These decisions will be made by the cooperative administrator.

C. Proposal Content

A successful contractor must present a plan. Included in the proposal should be the contractor's suggested criteria for successful performance of the contract.

The proposal must include:

1. Submit a plan that answers all the questions in the Criteria Narrative and provide all required attachments.

C. Proposal Process

1. The submission of a letter indicating a vendor's intent to respond to this RFP with a proposal should be sent to Charles Wolford wolford@macservcorp.com no later than March 16, 2022. *Letters of Intent* may be delivered by United States mail, facsimile transmission or electronic mail. Vendors may withdraw their *Letter of Intent* at any time before the deadline for submitting proposals. The *Letter of Intent* should include: Vendor Name, Name and Title of Vendor's Main Contact, Address, Telephone and Facsimile number of Vendor's Main Contact. Submission of a Letter of Intent by the specified deadline is not a prerequisite for submitting a proposal, but it is necessary to ensure a vendor's receipt of RFP amendments and other communications regarding the RFP.
2. Proposals must be prepared in compliance with provisions of this RFP. Failure to comply will result in the disqualification of the proposal.



3. Bidder Questions shall be submitted in writing to wolford@macservcorp.com on or before March 18, 2022. Responses to all submitted questions shall be provided in writing to all bidders on March 22, 2022.
4. Proposals must be received by mail or delivery by 10:00 a.m., local time, on April 8, 2022. The Proposal Package must include the following:
 - Signature Page used as a cover page (Attachment #1)
 - Proposal with detailed narrative: Mailing Instructions for one (1) original, one (1) electronic copy
 - Statement of Qualifications (Attachment #3)
 - Ethical Standards Affidavit (Attachment #4) – Must be notarized
 - Conflict of Interest Affidavit (Attachment #5) – Must be notarized
 - Certificate of Liability Insurance (Attachment #6)
 - Bid Security (Attachment #7)
 - Assurances and Certifications (Attachment #8)
 - Certification Regarding Clean Air and Water (Attachment #9)
5. Proposals address to: Charles Wolford
Wayne RESA
Proposal #96240-020122
33500 Van Born Road
Wayne, MI 48184-2497
6. Any proposal received after the time stipulated will not be considered. Proposals received by facsimile transmissions or electronic mail will not be considered.
7. Only the forms provided in the RFP packet are to be used. Electronic versions may be found on the WRESA web page at:
[Request for Proposal - Wayne RESA](#)
8. Altered or substitute forms will not be accepted.
9. ALL submitted documents must be typed or computer generated. No hand written documents will be allowed.
10. It is understood that each Vendor, before submitting a proposal, shall, if they are uncertain of the conditions, requirements and/or obstacles that might impact the provision of services, request further information. Failure to make such inquiry or receive an answer shall not relieve the successful Vendor from the obligation to comply, in every detail, with all provisions and requirements of the RFP nor shall it be a basis for any claim whatsoever for alteration in any term required by the Agreement.



11. Inquiries regarding the technical specifications of this RFP may be directed to: Charles Wolford at: (734) 740-2915 or wolford@macservcorp.com
12. If a Vendor discovers any ambiguity, conflict, discrepancy, omission or other error in the RFP, they shall immediately notify Charles Wolford of such error in writing and request modification or clarification of the document. Modifications will be made by issuing a revision and will be given by written notice to all parties who have submitted a letter of intent. The Vendor is responsible for clarifying any ambiguity, conflict, discrepancy, omission or other error in the RFP prior to submitting the proposal or it shall be deemed waived.
13. No allowance will be made after proposals are received for oversight, omission, error or mistake by Vendor.
14. All proposals and any accompanying documents become the property of the MOR Consortium and will not be returned.
14. The MOR Consortium will not be liable in any way for any costs incurred by Vendors in the preparation of their proposals in response to this RFP nor for the presentation of their proposals and/or participation in any discussions or negotiations.
15. The MOR Consortium reserves the right to withdraw this RFP at any time and for any reason and to issue such clarifications, modifications, and/or amendments as it may deem appropriate.
16. Receipt of proposal materials by MOR Consortium or submission of a proposal to MOR Consortium offers no rights against MOR Consortium nor obligates MOR Consortium in any manner.
17. MOR Consortium reserves the right to waive minor irregularities in proposals. Any such waiver shall not modify any remaining RFP requirements or excuse the Vendor from full compliance with the RFP specifications and other contract requirements if the Vendor is awarded the contract.
18. Proposal must be signed by an officer of the Vendor who is legally authorized to obligate the Vendor to a contract.
19. All proposals shall be a matter of public record subject to the provisions of Michigan law.



SIGNATURE PAGE

*This form must be returned, properly executed.
Please use this page as a cover sheet for your bid proposal.*

In compliance with the Request for Proposal made by the MOR Consortium, the undersigned proposes to furnish and deliver all services in accordance with the accompanying descriptions and instructions in the RFP. The undersigned also asserts that:

- This proposal is made without any previous understanding, agreement or connection with any other person, firm or corporation making a bid for the same purchase, and is in all respects fair and without collusion or fraud.
- No member of the Board of Education of the Wayne County Regional Educational Service Agency (WRESA) nor any officer, employee or person whose salary is payable in whole or in part from the treasury of said Board of Education is directly or indirectly interested in this proposal or in the services to which it relates, or in any portion of the profits thereof.
- All prices herein are net and exclusive of all federal, state and municipal sales and excise taxes.
- Said bidder clearly understands that the MOR Consortium will be the sole judge in determining the quality of services as being equal to or in compliance with the descriptions set forth in the RFP

Company: _____

Name: _____

Signature of above: _____

Title: _____

Address: _____

Telephone: _____

Fax Number: _____

Date: _____

Are you a small business? Yes _____ No _____

Are you a minority business? Yes _____ No _____

If yes, list minority: _____



Fixed Price Form and Detailed Narrative
Additional pages may be added

Vendor _____

Program Fees:

1. Fixed Delivery Fees per Case:

USDA Processed Products Markup _____

Commercial products Mark Up of Items. _____

USDA Donated "Brown Box" Products _____

DOD Products _____

Storage Fees per case _____

2. Please submit a detailed proposal if delivery prices are different based on location of members in the State.

3. What is your minimum drop size? _____

4. What is the fee if minimum drop size is not met? _____

5. Do you limit the number of drops per week if minimum drop size conditions are met?

6. What types of financial incentives does your company offer? (i.e drop size incentives, quick pay incentives, please list all others....)

7. What other value-added services that your company would be willing to offer the MOR Consortium?

8. Please describe your DOD Ordering and delivery system?

9. Please describe your approach or plan to help the coop expand products for the Fresh Fruit and Vegetable Pilot program?

10. Please describe your company's philosophy on local purchasing and how your company can help the MOR Coop achieve the goal of buying more local Michigan products.

11. Please describe your Snow Day policy.

12. Please identify any Professional Development training or programs that your company would provide to the coop membership annually.



13. Please identify your substitution/shorts policy and notification process to districts when substitutions are made.

14. Please describe your criteria and method for assessing fuel surcharges.

15. Please describe your system to request bid pricing from the Manufacturers for all items not covered in the Manufacturer direct commodity and commercial equivalent RFP done by the cooperative.



VENDOR STATEMENT OF QUALIFICATIONS

Company Name: _____ Phone Number: _____
 Company Address: _____ Fax Number: _____
 _____ Contact Name: _____
 _____ Contact Title: _____
 Company website: _____ Email: _____

Number of years in business: _____

Company's financial rating: Duns or Bank reference (i.e., name and address of bank where company's commercial account is located):

List 3 current or recent **EDUCATIONAL** clients for reference purposes.

Client Data	Description and Date of Service
Name:	
Address:	
Phone Number:	
Contact Name:	
Name:	
Address:	
Phone Number:	
Contact Name:	
Name:	
Address:	
Phone Number:	
Contact Name:	

Signature: _____ Title: _____ Date: _____



ETHICAL STANDARDS AFFIDAVIT

Contractor, after being first duly sworn, affirms that by its employment policy, standards and practices it does not subscribe to any personnel policy which permits or allows for the promotion, demotion, employment, dismissal or laying off of any individual due to race, creed, color, national origin, age or sex and that it is not in violation of and will not violate any applicable laws concerning the employment of individuals with disabilities.

Contractor understands that it shall be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore.

Contractor also understands that it shall be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award or a subcontract or order.

Contractor also understands that it shall be a breach of ethical standards for a person to be retained, or to retain a person, to solicit or secure a metropolitan government contract upon the agreement or understanding for a contingent commission, percentage or brokerage fee, except for the retention of bona fide employees or bona fide established commercial selling agencies for the purpose of securing business.

Contractor represents that it has not retained anyone in violation of the foregoing.

Contractor also understands that a breach of ethical standards could result in civil or criminal sanctions and/or debarment or suspension from being a seller, contractor or subcontractor under metropolitan government contracts.

Print name of bidder: _____ Signature: _____

Name of Company: _____ City: _____ State: _____

Sworn to and subscribed before me, a notary public in and for the above state and county, on this

_____ Day of _____, 20_____.

Notary Public _____

My commission expires: _____

Seal



CONFLICT OF INTEREST AFFIDAVIT

This affidavit is required by state law and complies with the State of Michigan, Act No. 232 of Public Acts of 2004, Enrolled House Bill No. 5376, Sec. 1267, paragraph 3, and sub-paragraph (d), as listed below:

(3) The advertisement for bids (and proposals) shall do all of the following:

State that the bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the board, intermediate school board, or board of directors or the superintendent of the school district, intermediate superintendent of the intermediate school district, or chief executive of the public school academy. A board, intermediate school board, or board of directors shall not accept a bid that does not include this sworn and notarized disclosure statement.

CHECK ONE OF THE TWO BOXES BELOW.

List and describe all existing Conflicts of Interest. *(Attach an additional page if necessary.)*

To the best of my knowledge, no conflict of interest exists.

Print name of bidder: _____ Signature: _____

Name of Company: _____ City: _____ State: _____

NOTARY: State of _____ County of _____

Sworn to and subscribed before me, a notary public in and for the above state and county, on this

_____ Day of _____, 20____.

Notary Public _____

My commission expires: _____

Seal



Attachment #6
RFP #16-010-256
DATE (MM/DD/YY)

ACORD

CERTIFICATE OF LIABILITY INSURANCE

PRODUCER THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER, THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSUREERS AFFORDING COVERAGE

INSURED
INSURER A:
INSURER B:
INSURER C:
INSURER D:
INSURER E:

COVERAGES
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OF CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE(MM/DD/YY)	POLICY EXPIRATION DATE(MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR <input type="checkbox"/> _____ <input type="checkbox"/> _____ GENERAL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC				EACH OCCURENCE	\$
					FIRE DAMAGE (Any one fire)	\$
					MED EXP (Any one person)	\$
					PERSONAL & ADV INJURY	\$
					GENERAL AGGRREGATE	\$
					PRODUCTS-COMP/OP AGG	\$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> _____ <input type="checkbox"/>				COMBINED SINGLE LIMIT (Ea accident)	\$
					BODILY INJURY (Per person)	\$
					BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE (Per accident)	\$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/>				AUTO ONLY-EA ACCIDENT	\$
					OTHER THAN EA ACC	\$
					AUTO ONLY: AGG	\$
	EXCESS LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURENCE	
					AGGREGATE	\$
						\$
						\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS	OTHER
					E.L. EACH ACCIDENT	\$
					E.L. DISEASE-EA EMPLOYEE	\$
					E.L. DISEASE - POLICY LIMIT	\$
	OTHER					\$

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

CERTIFICATE HOLDER ADDITIONAL INSURED; INSURER LETTER: ____ CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OF REPRESENTATIONS

AUTHORIZED REPRESENTATIVE



Performance Bond

The Bidder to whom a Contingent Award is made may be required to duly execute and deliver at their expense a Performance and Payment Bond in the maximum amount up to \$100,000 payable to MOR. The Bidder may deliver multiple bonds in lieu of a single bond, provided the total amount of these bonds equals the amount specified above. The bond, if required, shall be delivered to the MOR Purchasing Office within seven (7) days after a Notice of Contingent Award is given to the Bidder, either verbally or in writing. All bonds required above shall be issued by companies authorized to do business under the laws of the State of Michigan. The Company must be rated no less than "A-" by the latest edition of Best's Insurance Guide, which is published by A.M. Best Company, Oldwich, New Jersey. If the Bidder fails to deliver the bond within this specified time frame, including any extensions which may be granted by MOR, MOR shall declare the Bidder in default of the Contractual terms and conditions, and the Bidder shall surrender its Proposal bond. In lieu of a Performance and Payment Bond, MOR will accept a cash bond in the form of a certified cashier's check made payable to MOR for placement in an escrow account.

The Bidder, by submitting his/her Bid, agrees to the following:

1. To hold the Bid open for ninety (90) days following the time and date set for receipt of Bids.
2. To abide by the Instructions to Bidders.
3. To execute a Contract with the MOR Consortium.
4. To furnish a Performance Bond and a Payment Bond equal to not less than \$100,000.
5. To perform the Work in accordance with the proposed RFP/Contract Documents within the time period stated in the agreement.

Respectfully submitted,

The person signing this form must be legally authorized to bind the company and its assets to the terms set forth in this proposal and subsequent Contract.

_____ By _____
Signed

(If a corporation, affix seal) _____
Printed

Title _____

Company _____

Official Address _____

Date of Bid: _____ Telephone Number (____) _____



Assurances and Certifications

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

The prospective contractor certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded for from participating in this transaction by any Federal department of agency. Where the prospective contractor is unable to certify to any of the statements in this certification, such prospective contractor shall attach an explanation to this proposal.

Certification Regarding Nondiscrimination Under Federally and State Assisted Programs

The applicant hereby agrees that it will comply with all federal and Michigan laws and regulations prohibiting discrimination and, in accordance therewith, no person, on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap, shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in any program or activity for which it is responsible or for which it receives financial assistance from the U.S. Department of Education or the MDE.

Assurance Regarding Access to Records and Financial Statements

The applicant hereby assures that it will provide the pass-through entity, i.e., the Wayne County Regional Educational Service Agency, and auditors with access to the records and financial statements as necessary for the pass-through entity to comply with Section 400 (d) (4) of the U.S. Department of Education Compliance Supplement for A-133.

Iran Economic Sanctions Act

The prospective contractor certifies that its organization, by submission of this proposal, is not an Iran Linked Business. Please refer to the "Iran Economic Sanction Act" Public Act 517 for clarifications or questions. Wayne RESA as a Michigan public entity is required to follow Public Act 517 of 2012.

Date _____



CLEAN AIR AND WATER CERTIFICATE

Applicable if the contract exceeds \$100,000 or the Contracting Officer has determined that the orders under an indefinite quantity contract in any one year will exceed \$100,000 or a facility to be used has been the subject of a conviction under the Clean Air Act (41 U.S.C. 1857c-8(c)(1) or the Federal Water Pollution Control Act 33 1319(d) and is listed by EPA or the contract is not otherwise exempt. Both the School Food Authority (SFA) and Vendor (offeror) shall execute this Certificate.

THE VENDOR AGREES AS FOLLOWS

- A. To comply with all the requirements of Section 114 of the Clean Air Act, as amended (41 U.S.C. 1857, et seq., as amended by Public Law 91-604) and Section 308 of the Federal Water Pollution Control Act (33 U.S.C. 1251, et seq., as amended by Public Law 92-500), respectively, relating to inspection, monitoring, entry, reports and information as well as other requirements specified in Section 114 and Section 308 of the Air Act and the Water Act, respectively, and all regulations and guidelines issued thereunder before the award of this contract.
- B. That no portion of the work required by this prime contract will be performed in a facility listed on the Environmental Protection Agency List of Violating Facilities on the date when this contract was awarded unless and until the EPA eliminates the name of such facility or facilities from such listing.
- C. To use his/her best efforts to comply with clean air standards and clean water standards at the facilities in which the contract is being performed.
- D. To insert the substance of the provisions of this clause in any nonexempt subcontract, including this paragraph.

THE TERMS IN THIS CLAUSE HAVE THE FOLLOWING MEANINGS:

- A. The term "Air Act" means the Clean Air Act, as amended (41 U.S.C. 1957 et seq., as amended by Public Law 91-604).
- B. The term "Water Act" means Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq., as amended by Public Law 92-500).



Holly Academy	63911	53820	0.3975	\$21,393
Hope of Detroit Academy	82957	132854	0.3975	\$52,809
Huron Valley Schools	63220	439919	0.3975	\$174,868
Inkster Preparatory Academy	82762	26551	0.3975	\$10,554
Jefferson Schools (Monroe)	58080	131814	0.3975	\$52,396
Keys Grace Academy	63938	567333	0.3975	\$225,515
Lakeview Sch. District (Calhoun)	13090	374006	0.3975	\$148,667
Lamphere Public Schools	63280	193060	0.3975	\$76,741
Lincoln-King Adams-Young Academy	82773	102,960	0.3975	\$40,927
Livonia Public Schools School District	82095	656331	0.3975	\$260,892
Ludington Area School District	53040	140098	0.3975	\$55,689
Macomb County Juvenile Justice Center	500008003	15530	0.3975	\$6,173
Macomb ISD	50000	88006	0.3975	\$34,982
Macomb Montessori Academy	50914	22813	0.3975	\$9,068
Madison Academy	25911	60676	0.3975	\$24,119
Madison-Carver Academy	82742	67780	0.3975	\$26,943
Mason Consolidated Schools (Monroe)	58090	80763	0.3975	\$32,103
Merritt Academy	50906	33156	0.3975	\$13,180
Michigan Educational Choice Center	82751	34051	0.3975	\$13,535
Michigan Mathematics and Science Academy	63924	105155	0.3975	\$41,799
Momentum Academy	63928	33874	0.3975	\$13,465
Monroe Public Schools	58010	563846	0.3975	\$224,129
Mount Clemens Community School District	50160	145608	0.3975	\$57,879
Mt. Pleasant City School District	37010	220732	0.3975	\$87,741
Multicultural Academy	81908	23610	0.3975	\$9,385
Noor International Academy	50913	12662	0.3975	\$5,033
Northridge Academy	25904	28795	0.3975	\$11,446
Oakland International Academy	63912	108247	0.3975	\$43,028
Old Redford Academy	82956	204413	0.3975	\$81,254
Owosso Public Schools	78110	348651	0.3975	\$138,589
Paw Paw Public School District	80160	195298	0.3975	\$77,631
Pennfield Schools	13120	177279	0.3975	\$70,468
Pinckney Community Schools	47080	110680	0.3975	\$43,995
Plymouth Educational Center Charter School	82904	73978	0.3975	\$29,406
Plymouth-Canton Community Schools	82100	912919	0.3975	\$362,885
Pontiac City School District	63030	548128	0.3975	\$217,881
Redford Union Schools, District No. 1	82110	302278	0.3975	\$120,156
Richmond Community Schools	50180	87650	0.3975	\$34,841
River Heights Academy	82916	21794	0.3975	\$8,663
Romeo Community Schools	50190	261225	0.3975	\$103,837
Saginaw Chippewa Indian Tribe of Michigan	370108171	10360	0.3975	\$4,118
Shelby Public Schools	64080	183953	0.3975	\$73,121
Shrine Catholic Grade School	630403473	18165	0.3975	\$7,221
St. Mary School	450203909	18276	0.3975	\$7,265
Star International Academy	82941	171275	0.3975	\$68,082
Summerfield Schools	58100	38338	0.3975	\$15,239
Summit Academy North	82938	117174	0.3975	\$46,577
The Dearborn Academy	82928	70787	0.3975	\$28,138
The New Standard Academy	25912	81884	0.3975	\$32,549
The Woodley Leadership Academy	73901	18446	0.3975	\$7,332



Tipton Academy	82754	49109	0.3975	\$19,521
Trillium Academy	82973	45402	0.3975	\$18,047
Trinity Lutheran School	580104217	11121	0.3975	\$4,421
Universal Academy	82950	87975	0.3975	\$34,970
Universal Learning Academy	82982	75973	0.3975	\$30,199
Utica Community Schools	50210	1440068	0.3975	\$572,427
Vicksburg Community Schools	39170	200173	0.3975	\$79,569
Voyageur Academy	82940	119214	0.3975	\$47,388
Walled Lake Consolidated Schools	63290	672939	0.3975	\$267,493
Warren Woods Public Schools	50240	291555	0.3975	\$115,893
Washington-Parks Academy	82719	163092	0.3975	\$64,829
Washtenaw ISD	81000	31020	0.3975	\$12,330
Waterford School District	63300	787760	0.3975	\$313,135
W-A-Y Academy	82746	8522	0.3975	\$3,387
Wayne-Westland Community School District	82160	1085862	0.3975	\$431,630
West Village Academy	82959	49562	0.3975	\$19,701
Westwood Community School District	82240	191959	0.3975	\$76,304
Whiteford Agricultural School District	58110	42909	0.3975	\$17,056
Windover High School	56901	9395	0.3975	\$3,735

\$8,525,337



Selection Criteria and Award Matrix Form		
Company Being Evaluated		

Criteria	Max Points	Awarded
General Background Information and History	5	
Administrative and Management Services, Testing & Product Selection	28	
Contracting, Negotiating, Purchasing, Distribution, Receiving and Storage Services	27	
Fee and Rebate Proposal	30	
Proposed Value-Added Services	10	
Total Points	100	

Evaluator’s Comments and Recommendations:

Evaluator’s Name

Evaluator’s Signature

Date



PRICING AND REBATE PROPOSAL – POINTS 30
1. Describe your Firm’s ability to provide manufacturer incentives that will provide savings/discounts to the MOR. How and when these will these savings/discounts be passed on to the MOR membership?
2. <u>Delivery Fee</u> : Knowing the preferred format is flat fixed fee per case basis, please provide a detailed explanation of your fees for delivery services as indicated on attachment #2.
3. Please explain your proposal if delivery prices are different based on location of members in the state.
4. <u>Storage Fees</u> : How will you assess and under what conditions will you charge storage fees?
5. <u>Delivery Minimums</u> : Explain your Firm’s delivery minimums in dollar volume.
6. List all financial incentives will your firm offer the MOR coop membership? (i.e drop size incentives, quick pay incentives, please list all others....)
7. Please explain your pricing methodology and how your firm will negotiate least-best price on behalf of the MOR Coop.

VALUE ADDED AND POTENTIAL FUTURE SERVICES – POINTS 10
1. Explain in detail the value added services your firm will provide to MOR members.
2. Describe in detail additional services your Firm may wish to provide to MOR and how you propose to provide and charge for these potential future services.

ITEMS WE DIDN’T REQUEST

Describe in detail, services you believe critical to MOR that we did not request information about and how your Firm proposes to provide them.

EXCEPTIONS/VARIATIONS

Any exceptions to the information and/or terms and conditions contained in this Request for Proposal must be described in detail: This includes any altered conditions or variations you plan to propose in the final contract.

WHY SHOULD YOUR FIRM BE SELECTED?

Describe in detail why your Firm believes it should be the selected Service Provider for the MOR Purchasing Cooperative.