

POCATELLO/CHUBBUCK SCHOOL DISTRICT 25

LEARNING TODAY FOR THE POSSIBILITIES OF TOMORROW

Administration Office 3115 Pole Line Road Pocatello, Idaho

Request for Proposal

SPECIFICATIONS

2019-2020

Fresh Fruit & Vegetable Program

BIDS WITH CONDITIONS WILL NOT BE ACCEPTED

Bid Opening:

April 10, 2019 10:30 A.M.

REQUEST FOR PROPOSAL

2019-2020 Fresh Fruit & Vegetables Program Items

Sealed bid proposals will be received by a representative of the Board of Trustees of School District No. 25, 3115 Pole Line Road, Pocatello, Idaho 83201, until 10:30 AM on April 10, 2019, related to Food Service, Fresh Fruit and Vegetable Program Items for the 2019-2020 Food Service Program.

Bids not delivered by vendors at time of bid opening must be received in mail or in office no later than 4:00 PM on April 9, 2019, the last workday prior to the bid opening. Details including submission forms may be secured at 3115 Pole Line Road, Pocatello, Idaho.

GENERAL CONDITIONS OF CONTRACT:

Notices, conditions and specifications issued incident to the proposal to purchase Fresh Fruit & Vegetable for the August 2019 through May 2020 school year described herein, together with the purchase policies of School District No. 25, are on file for examination in the Office of the Director of Business Operations, shall form a part of the contract conditions.

NATURE OF CONTRACT:

Specifications are technical for purposes of establishing high standards of line item material purchasing. Bidders shall indicate the manufacturer's brand names where specified in their proposals. All items bid or under contract stipulate there is no guarantee, promise or commitment to any quantity estimated or service to be rendered other than materials, supplies, equipment or labor authorized by direct orders.

Procurement and delivery of items will be on an "as needed basis" according to orders placed by the Food Service Coordinator. Purchase timeframe will be in effect for the school year August 2019 through May 2020.

The Buy American provision was added to the National School Lunch Act (NSLA) by Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 (Public Law 105-336). Section 12(n) to the NSLA (42 USC 1760(n)), requiring school food authorities (SFAs) to purchase, to the maximum extent practicable, domestic commodity or product.

The Buy American provision (7 CFR Part 210.21(d)) is one of the procurement standards SFAs must comply with when purchasing commercial food products served in the school meals programs.

QUALITY OF MATERIALS:

IT IS SPECIFICALLY UNDERSTOOD THAT PRODUCTS OFFERED AT THE TIME OF BIDDING SHALL BE EQUAL TO THOSE SPECIFIED. Substitutions or major alterations must be indicated upon the proposal sheet at the time of bid submission.

SAMPLES must be submitted with the name of Company origin and/or Broker/Manufacturer origin clearly marked on <u>all</u> samples for proper consideration. For best consideration, <u>samples should be</u> <u>submitted by April 1, 2019.</u>

Schools participating in the federal school meal programs are required to purchase domestic commodities and products for school meals to the maximum extent practicable. Domestic commodity or product means an agricultural commodity that is produced in the US and a food product that is processed in the US substantially (at least 51 percent) using agricultural commodities that are produced in the US.

Vendor must affirm their willingness to assert their best and reasonable efforts to ensure compliance with this Federal rule.

RESPONSIBILITY OF VENDOR:

Each contractor shall be responsible for the delivery of materials of such quality and in quantities as is specified. The bidder shall submit his bid on the proposal form furnished and shall plainly mark on the envelope:

"BID – FRESH FRUIT & VEGETABLES ITEMS 2019-2020 TO BE OPENED ON APRIL 10, 2019 AT 10:30 AM"

Bids not delivered by Vendors at time of bid opening must be received by mail or in office no later than 4:00 PM on April 9, 2019, the last working day before the bid opening to ensure receipt prior to formal bid opening.

CONDITIONAL BIDS OR BIDS WITH STIPULATIONS WILL NOT BE ACCEPTED.

DISTRICT REPRESENTATIVE:

Refer all questions to Tom Wilson, Food Service Coordinator/Purchaser at (208) 235-3256 or e-mail at: wilsonto@sd25.us. Contact with other district staff, Board of Trustees, or Administration will be by written permission only.

DELIVERY:

Delivery will be accepted on an "as needed" basis, according to orders placed by the School Food Service Purchaser. No drop shipments will be accepted. All proposals must include the F.O.B. cost of the transportation to the Warehouse of School District No. 25, 3115 Pole Line Road, Pocatello, Idaho.

PAYMENTS:

Vendor will be responsible for invoicing School Food Service at time of delivery for all shipments. Payments will be made within 45 days of product delivery.

OBJECTIONS:

Written objections to specifications or procedures must be received by the clerk, secretary, or other authorized official of the District at least one (1) business day before the date and time upon which proposals are scheduled to be received per Idaho Code Section 68-2806(c).

EVALUATION CRITERIA:

Vendor selection on this project will be evaluated based on the following:

- 1) Price
- 2) Vendor reputation for providing quality materials on a timely basis.
- 3) Vendor who best meets the specified item as listed will be given priority in bidding a specific item.
- 4) Multiple vendors may be awarded individual products when it serves in the best interest of the District.

The contract will be awarded to the lowest responsive and responsible bidder or bid/offer most advantageous to the District with price and other factors considered.

USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race,

color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

NOTES CONCERNING REQUEST FOR PROPOSAL:

- 1. Samples must be submitted with name of company origin before bid opening when any substitution of specified brand name or name or number is made on bid or the bid will not be accepted. For best consideration, samples <u>should be submitted by April 1, 2019.</u>
- 2. All substitutions must be pre-approved by the Food Service Coordinator before product is shipped.
- 3. There is no current conflict of interest with School District employees and shall not be going forward with regard to manufacturers, vendors, or representatives of such entities.
- 4. Any or all items subject to individual market price valuation may be accepted or rejected at the District's discretion. A 30-day notice is to be given to the School Food Coordinator.
- 5. The School Food Coordinator retains the right of refusal of products due to damage, insufficient use-by dates, non-approved substitutions or major alterations of items.
- 6. Bid items with the USDA item listed under the ITEM column will be purchased through the awarded process only if the USDA Commodity Program is unable to provide those items as needed.
- 7. Included within the bid document are items that Pocatello has used during the 2018-2019 school year. We would ask that you take these ideas and incorporate them into possible products that would fit our needs into a calendar format for the school year, August 2019 thru May-2020.
- 8. Keep in mind that there would be no service when there is no school, i.e. holiday's, teacher in-service days, etc. The district calendar is available by logging onto <u>www.sd25.us</u>
- 9. The 2018-2019 school year daily count is based on the number of schools that have been approved for the USDA grant and the dollar amount for which they were approved: Current school totals are as follows: Tuesday (1,975 servings), Wednesday (1,975 servings) and Thursday (2,200 servings).
- 10. Be sure to include pack size, sizing of fruit and vegetable, if the item is available to be processed into 2 oz. pre-portions and all costs associated with the product. If you have questions, you may e-mail Tom Wilson at wilsonto@sd25.us or call (208)235-3256.

BID SHEET

2019 – 2020 FRESH FRUIT & VEGETABLE ITEMS

Board of Trustees School District No. 25 3115 Pole Line Road Pocatello, ID 83201

Date:

We, the undersigned, propose to provide pricing for various line items in connection with Fresh Fruit & Vegetable Items under the supervision of the Food Service Coordinator and the Director of Business Operations, for the sums attached hereto.

Delivery will be accepted on an "as needed" basis, according to orders placed by the School Food Service Coordinator.

SPECIFICATIONS <u>MUST</u> BE SUBMITTED AT THE BID OPENING WHEN ANY SUBSTITUTION IS MADE, OR THE BID WILL BE CONSIDERED NON-RESPONSIVE.

The Board of Trustees reserves the right to reject any/or all bids or to waive any informalities, or to accept the bid or bids deemed best for School District No. 25, Bannock County, Pocatello, Idaho.

Respectfully submitted,

- Attached is our Affidavit of Alcohol and Drug-Free Worksite, as pursuant to Idaho Code 72-1717.

- Attached is Bidder Certification Form.

- Line Item Pricing

Company Name

Authorized Signature / Date

Address

Title

Ciy, State, Zip

Phone / Fax Number

Email



POCATELLO/CHUBBUCK SCHOOL DISTRICT 25

LEARNING TODAY FOR THE POSSIBILITIES OF TOMORROW

BIDDER CERTIFICATION FORM

- 1. **Debarment and Suspension** In submitting this bid proposal, we hereby certify that we have not been suspended or in any way excluded from Federal procurement actions by any Federal Agency. We fully understand that if information contrary to this certification subsequently becomes available, such evidence may be grounds for non-award or nullification of a bid contract.
- 2. Anti-Collusion In submitting this bid proposal, we hereby certify this proposal was developed and prepared without any collusion with any competing bidder or District employee. The content of this proposal has not been disclosed to any competing or potentially competing bidder prior to the proposal due date and time. Furthermore, no action to persuade any person, partnership or corporation to submit or withhold a bid has been made.
- 3. Anti-Lobbying In submitting this bid proposal, we hereby certify that to the best of our knowledge and belief, no appropriated Federal funds have been paid or will be paid by or on behalf of person associated with this proposal to any person for influencing or attempting to influence and officer or employee of any agency, a member of Congress, an office or employee of Congress or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
- 4. National Sexual Offender Registry In submitting this bid proposal, you certify to the District that your company will prohibit any persons in your employ who are registered or required to register under the Idaho Sex Offender Registration Act from participation in company business with the District if such participation would require them to be present on school property. You certify further that you have cross checked such employees against the National Sex Offender Registry found at the following web link: <u>http://www.nsopr.gov/</u>

Signed:	Date:
Name & Title:	Phone:
Company:	
Address:	
City/State:	

CONTRACTOR'S AFFIDAVIT CONCERNING ALCOHOL AND DRUG-FREE WORKPLACE

STATE OF _____

COUNTY OF _____

Pursuant to the Idaho Code, Section 72-1717, I, the undersigned, being duly sworn, depose and certify that named contractor is in compliance with the provisions of Idaho Code section 72-1717; that named contractor provides a drug-free workplace program that complies with the provisions of Idaho Code, title 72, chapter 17 and will maintain such program throughout the life of a state construction contract and that named contractor shall subcontract work only to subcontractors meeting the requirements of Idaho Code, section 72-1717(1)(a).

Name of Contractor			
Address			
City and State			
By:(Signature)			
Subscribed and sworn to before me this _	day of	, 2019.	
Commission expires:			
	NOTARY P	UBLIC, residing at	

POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25

School Food Service

3115 Poleline Rd. Pocatello, ID 83201-6119 Tom Wilson 208-235-3256

DELIVERY: 7/01/2019 - 6/30/2020

Firm Name: Represer

Authorize

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entative:	
ed Signature:	

Category	ITEM	DESCRIPTION	QTY	UNIT	Current Bid Price Per Unit	List months of best availibility & Brand Product #	ONIT PRICE Based on Seasonal Pricing
FFVP / Produce	APPLES, FUJI	168-175 ct.	25	case	\$19.82		
FFVP / Produce	APPLES, GALA	168-175 ct.	15	case	\$21.73		
FFVP / Produce	APPLES, Crimson Gold	168-175 ct.	15	case	\$49.67		
FFVP / Produce	APPLES, GRANNY SMITH	168-175 ct.	15	case	\$27.00		
FFVP / Produce	APPLES, HONEY CRISP	168-175 ct.	15	case	\$27.00		
FFVP / Produce	APPLES, PINATA	168-175 ct.	25	case	\$47.85		
FFVP / Produce	APPLES, PINK LADY	168-175 ct.	15	case	\$18.63		
FFVP / Produce	APPLES, RED DEL.	168-175 ct.	15	case	\$19.03		
FFVP / Produce	APPLES, ROSE	40-48 ct.	45	case	NEW PRODUCT		

List months of best UNIT PRICE Based

FAX COPIES WILL NOT BE ACCEPTED

Category	ITEM	DESCRIPTION	QTY	UNIT	Current Bid Price Per Unit	List months of best availibility & Brand Product #	UNIT PRICE Based on Seasonal Pricing
FFVP / Produce	APPLES, GALA - SLICED	100 / 2 OZ.	60	case	\$29.50		
FFVP / Produce	APPLES, STAR	40-48 ct.	45	case	NEW PRODUCT		
FFVP / Produce	APRICOTS	72 ct.	25	case	\$44.50		
FFVP / Produce	ARGULA, WILD	2 / 2 LBS.	10	case	\$12.08		
FFVP / Produce	ASPARAGUS, GREEN	11 lb. case	4	case	\$38.00		
FFVP / Produce	ASPARAGUS, WHITE	11 lb. case	4	case	\$38.00		
FFVP / Produce	AVOCADO, 1/2'S (Pre- wrapped)	48/case	45	case	\$38.80		
FFVP / Produce	BANANAS, PETITE	50 lb. case/ 150 / ct.	25	case	\$21.50		
FFVP / Produce	BEETS, RED BITES	60 / 2 OZ.	40	case	\$42.51		
FFVP / Produce	BLACKBERRIES	12/6 oz.	40	case	\$25.00		
FFVP / Produce	BLUEBERRIES	30 / 1.25 OZ.	70	case	\$23.90		

					Current Bid	List months of best availibility &	UNIT PRICE Based on Seasonal
Category	ITEM	DESCRIPTION	QTY	UNIT	Price Per Unit	Brand Product #	Pricing
FFVP / Produce	CABBAGE BITES	60 / 2 OZ.	40	case	\$42.36		
FFVP / Produce	CABBAGE BITES, RED	60 / 2 OZ.	40	case	\$42.51		
FFVP / Produce	CARROTS, BABY	200/ 1.6 oz.	20	case	\$25.50		
FFVP / Produce	CARROTS, BABY RAINBOW	4 / 5 LB. BAGS	20	case	\$27.50		
FFVP / Produce	CAULIFLOWER CARNIVAL	50/2 oz.	40	case	\$49.50		
FFVP / Produce	CELERY STICKS	4/5 lbs.	25	case	\$29.03		
FFVP / Produce	CHERRIES, Local	8/2.25 lbs.	40	case	\$8.50		
FFVP / Produce	CITRON, BUDDHA'S HAND		20	case	NEW PRODUCT		
FFVP / Produce	CUCAMELON		20	case	NEW PRODUCT		
FFVP / Produce	CUCUMBERS	Super Select, 70 ct.	10	case	\$22.00		
FFVP / Produce	CUCUMBERS, AFRICAN (Horned Melon)	12 each	40	case	\$49.00		

					Current Bid	List months of best availibility &	UNIT PRICE Based on Seasonal
Category	ITEM	DESCRIPTION	QTY	UNIT	Price Per Unit	Brand Product #	Pricing
FFVP / Produce	CUCUMBERS, ENGLISH	12 / 18 ct.	25	case	\$18.00		
FFVP / Produce	CUCUMBERS, Micro Gherkins	5 lb. case	20	case	\$47.89		
FFVP / Produce	CUCUMBERS, Persians	22 lbs.	25	case	\$25.50		
FFVP / Produce	DAIKON		20	case	NEW PRODUCT		
FFVP / Produce	DRAGON FRUIT	10 lb case	30	case	\$47.00		
FFVP / Produce	FENNEL	30 ct.	5	case	\$27.50		
FFVP / Produce	GOOSEBERRIES, CAPE	12/4oz.	20	case	\$33.46		
FFVP / Produce	GRAPES, BLACK SEEDLESS	60 / 2 oz.	40	case	\$47.00		
FFVP / Produce	GRAPES, GREEN SEEDLESS	60 / 2 oz.	40	case	\$47.00		
FFVP / Produce	GRAPES, RED SEEDLESS	60 / 2 oz.	40	case	\$47.00		
FFVP / Produce	GRAPEFRUIT CHUNKS	60/2.5 oz. cups	40	case	\$51.08		

Category	ITEM	DESCRIPTION	QTY	UNIT	<i>Current Bid</i> Price Per Unit	List months of best availibility & Brand Product #	UNIT PRICE Based on Seasonal Pricing
FFVP / Produce	GRAPEFRUIT, Whole, Pink/Red	56 ct.	5 cs.	case	\$34.50		
FFVP / Produce	GREEN BEANS, LOCAL	50/2 oz. bags	40	case	\$31.00		
FFVP / Produce	GUAVA	10 lb. case	40	case	\$26.00		
FFVP / Produce	JICAMA STICKS	48/2 oz.	40	case	\$17.57		
FFVP / Produce	KIWI, BERRIES	12/4.4 oz.	50	case	\$36.99		
FFVP / Produce	KIWI, BULK PACK	117 ct./ volume filled	25	case	\$24.00		
FFVP / Produce	KIWI, GOLD	27 ct.	30	case	\$28.75		
FFVP / Produce	KOHLRABI	18 ct.	10	case	\$27.00		
FFVP / Produce	KUMQUATS	10 lb. case	20	case	\$55.53		
FFVP / Produce	LEEKS	12 ct.	10	case	\$28.50		
FFVP / Produce	LEMONS, MEYER	25 ct	10	case	\$22.00		
FFVP / Produce	LETTUCE, RED LEAF	10 lb. case	10	case	\$16.52		
FFVP / Produce	LIMES, FINGER / AUSTRALIAN		20	case	NEW PRODUCT		

Category	ITEM	DESCRIPTION	QTY	UNIT	Current Bid Price Per Unit	List months of best availibility & Brand Product #	UNIT PRICE Based on Seasonal Pricing
FFVP / Produce	LONGAN	10 lb. case	20	case	\$39.47		
FFVP / Produce	MANGO CHUNKS	60/2.5 oz. cups	40	case	\$41.66		
FFVP / Produce	MELON, CANTALOUPE	CUT, CHUNKS - 2 / 8 LB. BAGS	30	case	\$40.84		
FFVP / Produce	MELON, GALIA	9 each	10	case	\$40.48		
FFVP / Produce	MELON, HONEYDEW	CUT, CHUNKS - 2 / 8 LB. BAGS	30	case	\$52.09		
FFVP / Produce	MELON, SANTA CLAUS	9 each	10	case	\$40.48		
FFVP / Produce	MELON, WATERMELON	CUT, CHUNKS - 2 / 8 LB. BAGS	30	case	\$45.70		
FFVP / Produce	MUSHROOMS, BUTTON	10 lb. case	10	case	\$18.50		
FFVP / Produce	MUSHROOMS, CREMINI	5 lb. case	10	case	\$14.50		
FFVP / Produce	NECTARINES	40-42 ct.	40	case	\$23.50		
FFVP / Produce	ORANGE, BLOOD	20 lb. case	40	case	\$46.50		
FFVP / Produce	ORANGE, CARA CARA	113 CASE	40	case	\$28.00		
FFVP / Produce	ORANGES, Navel Preferred or accetable Valencia	113 ct.	30	case	\$28.50		
FFVP / Produce	PAPAYA CHUNKS	60/2.5 oz. cups	40	case	\$41.66		

Category	ITEM	DESCRIPTION	QTY	UNIT	Current Bid Price Per Unit	List months of best availibility & Brand Product #	UNIT PRICE Based on Seasonal Pricing
FFVP / Produce	PARSNIP STICKS	50/2 oz. bags	30	case	NEW PRODUCT		
FFVP / Produce	PEACHES, LOCAL	92 ct./19 lb. case	20	case	\$22.50		
FFVP / Produce	PEARS, ASIAN	24 COUNT	100	case	\$28.47		
FFVP / Produce	PEARS, COMICE	110 ct.	10	case	\$49.46		
FFVP / Produce	PEARS, D'anjou	135 count	30	case	\$23.61		
FFVP / Produce	PEARS, SECKEL (Sugar)	117 ct.	10	case	\$43.39		
FFVP / Produce	PEARS, YA (Chinese White)		20	case	NEW PRODUCT		
FFVP / Produce	PEAS, SNAP	50 / 2 oz. BAGS	30	case	\$52.69		
FFVP / Produce	PEPPERS, MINI ASSORTED	12/1 lb. bags	20	case	\$29.84		
FFVP / Produce	PERSIMANS, FUYU	12 lb. case 12- 21 COUNT	120	case	\$28.29		
FFVP / Produce	PINEAPPLE SPEARS	50 / 2.7 oz.portions	50	case	\$55.43		

Category	ITEM	DESCRIPTION	QTY	UNIT	Current Bid Price Per Unit	List months of best availibility & Brand Product #	UNIT PRICE Based on Seasonal Pricing
FFVP / Produce	PLUMS, ITALIAN (Prunes)	30 lb. case	10	case	\$19.95		
FFVP / Produce	PLUMS, RED	2 LAYER / 40 COUNT	50	case	\$44.75		
FFVP / Produce	PLUOTS	48 COUNT	45	case	\$45.00		
FFVP / Produce	POMEGRANTE	READY TO EAT SEEDS - 12 / 4.4 OZ.	40	case	\$31.50		
FFVP / Produce	POMELOS	14 ct.	30	case	\$40.50		
FFVP / Produce	RADISH, ICICLE	24 COUNT	25	case	\$24.42		
FFVP / Produce	RADISH, RED	5 LB. BAG	10	BAGS	\$12.00		
FFVP / Produce	RADISH,WATERMELON	28 lb. bag	20	case	\$29.01		
FFVP / Produce	RAMBUTAN	5 lb. case	40	case	\$25.84		
FFVP / Produce	RASBERRIES, RED	12 / 6 OZ.	50	case	\$29.76		
FFVP / Produce	SQUASH. YELLOW STICKS	60 / 2 OZ.	20	case	\$45.70		

					Current Bid	List months of best availibility &	UNIT PRICE Based on Seasonal
Category	ITEM	DESCRIPTION	QTY	UNIT	Price Per Unit	Brand Product #	Pricing
FFVP / Produce	SQUASH. ZUCCHINI STICKS	48 / 2 OZ.	60	case	\$28.31		
FFVP / Produce	STAR FRUIT	24 COUNT	25	case	\$34.00		
FFVP / Produce	STRAWBERRIES	12 / 1 lb.	40	case	\$32.00		
FFVP / Produce	SWEET POTATO STICKS	50 / 2	35	case	\$26.50		
FFVP / Produce	TANGELOS	28 lb. case	20	case	\$32.75		
FFVP / Produce	TANGERINES, CUTIES	10 / 3 LB. BAGS	20	case	\$38.00		
FFVP / Produce	TAYBERRIES		20	case	NEW PRODUCT		
FFVP / Produce	TOMATOES, CHERRY	12 / 1 PINTS	20	case	\$24.00		
FFVP / Produce	TOMATOES, GRAPE	10 lb. bulk case	20	case	\$29.00		
FFVP / Produce	TOMATOES, HEIRLOOM (SMALL)	12 / 10 OZ.	20	case	\$29.76		
FFVP / Produce	TOMATOES, YELLOW TEARDROP	12 / 10 OZ.	30	case	\$32.90		