

## School Nutrition Program

# Request for Proposal

REQUEST includes – DRY/CANNED/FROZEN/FRESH/NON-FOOD  
PRODUCTS

For the 2024-2025 school year

## Food Service Program

Issued on: March 1, 2024

Final date for Written Questions: March 25, 2024

Bid Due Date: April 1, 2024

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age and disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

## Terms, Conditions and Specifications

Southwest Region School District (SWRSD) is soliciting bids for DRY/CANNED/FROZEN/FRESH/NON-FOOD PRODUCTS to be used in the School Nutrition Program (SNP) for the of the 2024-2025 school year. The successful bidder must supply all items specified on the product bid sheet for each of the eight Southwest Region School District schools plus the district office with a student population of approximately 625 students. **The contract term for this award is July 1, 2024 through June 30, 2025.**

Please complete the attached Product Bid Sheet for the South West Region School District and Bid Transmittal Form, the Lobbying Certification, and Certification Regarding Debarment, Suspension, and the Contract.

## Bid Specifications:

- Southwest Region School District is not responsible for any costs to the bidders for preparation of this bid.
- The deadline for this bid is April 1, 2024

- Bids will be evaluated by a selected Committee using the Scoring Rubric in this RFP.
- The highest scoring bidder will be notified of Intent to Award

The Product Bid Sheet is to be filled in by each bidder. Differences in the product being bid and specification stated on product sheets must be noted. Specifications that need to be noted may include but are not limited to: CN labeling, sodium content, WGR, and nutritional standards meeting child nutritional program requirements.

PLEASE NOTE; Quantities listed are projection only, and will vary. There is no guarantee that all items listed will be purchased; menus will be finalized based on cost of food, student enrollment, and the SWRSD 2024 budget. SWRSD has a four (4) week lunch and two (2) week breakfast menu cycle, for a student population of approximately 625 students that is being utilized currently.

#### Terms and Conditions:

The successful bidder will be required to label each piece of freight separately with a label to include the following:

- The name of the school
- The school's complete address
- Purchase Order Number
- Freeze or Chill Labels

Most products will be shipped using bypass directly to each of SWRSD's eight (8) schools with the exception of Aleknagik's complete order as this will go to the district office, and Ekwok (William Sonny Nelson School), Clark's Point School, and Twin Hill's school's frozen and refrigerated foods. These products will be shipped to the District Office via bypass.

Clarks Point-CLP  
2 Saguyak Avenue  
Clarks Point, AK 99569

Manokotak School  
130 Heights Road  
Manokotak, AK 99628

Ekwok  
William Sonny Nelson School  
#5 Ekwok School Road  
Ekwok, AK 99580

Chief Ivan Blunka School  
29 Old Airport Way  
New Stuyahok, AK 99636

Koliganek School  
5052 Nushagak Way  
Koliganek, AK 99576

Togiak School  
50 Togiak School Lane  
Togiak, AK 99678

Southwest Region School District  
District Office  
574 Kenny Wren Road  
Dillingham, AK 99576

Twin Hills School  
#5 Twin Hills School Rd.  
Twin Hills, AK 99576

Aleknagik School  
127 Lake Street  
Aleknagik, AK 99555

Orders are FOB destination. For bid price, offeror can assume that every order will be eligible for USPS bypass mail from Anchorage to the school location. If during the actual school year an order does not meet the requirements to go USPS bypass, then the offeror can invoice SWRSD for the freight cost from Anchorage to the village, less the bypass rate with permission from the food manager.

HAZMAT items- for bid price, all offerors should bid the price including the freight to get the HAZMAT materials from their location to the air carriers in Anchorage. Do not include in your bid the cost of delivery from Anchorage to the village.

During the school year the offeror can invoice SWRSD for the HAZMAT freight cost from Anchorage to the village. If an offeror is unable to successfully ship HAZMAT items to the district this may be grounds for contract termination.

Orders will be placed for individual schools approximately every 8 to 12 weeks as needed by the district.

**SPECIFY LEAD TIME:** In your proposal please specify in your lead time in days from receipt of order until the food is released to the air carriers in Anchorage. The lead time is part of our evaluation.

**CN LABELS:** For all foods on the lists with the identifier 'CN label', Child Nutrition (CN) labels will be required. In the absence of a CN label, a 'Manufacturer's Analysis' may be accepted. However, products with CN Labels are preferred over products with a Manufacturer's Analysis.

**NUTRITIONAL SPECIFICATION /MATERIAL SAFETY DATA SHEETS:**  
 Successful bidder will be required to provide Nutritional Specification Sheets and Material Safety Data Sheets for each item bid and purchased.

### **Product bid Sheet –Equivalency Requirement**

All “Line Item” bids must be for a specific price for the unit of measure specified for that item. The offeror is responsible for clearly noting any differences in proposed packaging and/or units of measure in the bid response, and the offeror shall adjust the projected need as to come up with an equivalent total so all bids are comparable.

### **Example**

Raisins Individual Boxed, Projected Need 75, Pack Size 144/1.33 oz. Offeror has a change in pack size and bids Raisins Individual Boxed, Price per unit of \$200, and Pack Size of 100/1.00 oz. Because the offeror changed the pack size, bid prices will not be comparable unless the projected need is adjusted as well. The offeror is required to adjust the projected need so that the total price reflects a comparable amount for reviewing all bids. In this example SWRSD wanted  $75 \times 144 \times 1.33 \text{ oz} = 14,364$  total oz. The offeror would then calculate  $14,364 \text{ total oz} / \text{pack size } 100 / 1.00 \text{ oz} = 143.64$  projected need. The offeror would then change the projected need from 75 to 143.64. With the offeror’s unit price of \$200, the bid total for this line item would calculate to \$28,728.

### **Product Bid Sheet- All item must be bid**

As all bids need to be comparable for a fair cost evaluation, we require that the offeror respond to every line item on the bid sheet. If you do not bid an item that we requested, we will consider your bid NON RESPONSIVE. If you are unable to procure an item on the list, you may submit a question with a proposal of your closest alternative as a substitute that is substantially equivalent to what we are requesting. If we approve such a request, the total extended volume or weight (i.e. projected need x pack size = extended volume or weight) must be the same as the line item being replaced to allow for a comparable cost evaluation.

## **Standard Terms and Conditions**

### **A. Scope and Purpose**

It is the intent of Southwest Region School District to contract with an interested party or parties for the purchase of dry / freeze / canned / fresh / non-food products for the students of Southwest Region School District.

The section titles contained in this General Terms and Conditions document are for convenience and reference only, and in no way define, describe, extend, or limit the scope or intent of the provisions of any section of this document.

Unless otherwise stated, any listing of factors or criteria in this document does not constitute an order of preference or importance.

The term “Contract,” as used in this document, means the comprehensive collection of:

- (1) this General Terms and Conditions document, including any attachments and or amendments thereto,
- (2) the Item Specifications included in the RFP and any subsequent addenda thereto, the offeror’s signed Bid Certification, which must be completed, signed by an authorized representative of the offering entity, and returned with the offeror’s response, along with this ENTIRE Terms and Conditions document and all other forms and information collection pages included with this RFP,
- (3) the offeror’s response to the RFP,
- (4) the Contract,
- (5) any additional terms, conditions, or instructions issued by the Southwest Region School District.

Collectively, these documents represent the entire agreement between the parties.

#### B. Contract Time Period

The time period for purchases covered by Contract resulting from an award under this RFP is from July 1, 2024 through June 30, 2025.

The transfer, assignment, or subcontract of contract is prohibited, and the offeror agrees not to sell, assign, transfer, convey, or subcontract and portion of this contract resulting from this RFP without the prior written consent of the of Southwest Region School District.

### C. Addendum

In the event any changes to this RFP occur subsequent to the mailing or other delivery of the original RFP, the changes or corrections to this Bid request will be made by addendum, and any updated information contained in any addendum will prevail over the information contained in the original RFP or any previous addendum. Each addendum will be mailed to all entities that are known to have received a copy of this RFP. Southwest Region School District is the sole authority for the issuance of any addendum related to this RFP. Any communications from any person or entity other than the SFA regarding any matters related to this bid are invalid and will have no influence on this RFP.

Each addendum must be acknowledged on the acknowledgement form provided with the addendum. Any required acknowledgement form must be submitted along with the submission of any bid response.

### D. Specifications

Catalog numbers, brand names, or manufacturer's product or reference numbers used in the item specifications are intended to be descriptive, not restrictive. These references, as well as "approved brands" listed, are intended to identify and indicate the type of product being sought, and establish the level of quality desired. If any conflict exists in the item specifications between the product descriptions and any brand names or model or reference numbers used, the product descriptions will override the brand names or product number references.

In most cases, bids on brands of equivalent nature and quality will be considered, provided they are regularly produced products from a reputable manufacturer. However, in some cases, the SFA may find it advantageous to standardize equipment and/or supplies by manufacturer in order to achieve efficiencies in procurement, repair, and operation, to match existing stock, or to satisfy other requirements. In these cases, preferences will be given to the specific products identified as "approved brands" especially if all other evaluation factors are deemed to be equal. For this reason, where specific brands or products are identified, it is preferable for the offeror to propose the exact item specified, in addition to an alternate brand or model where desired.

All bids must identify the manufacturer, brand, portion size, etc. of the product being offered. “Pre-Approved Equal” Brands may be allowed where indicated. To offer “Pre-Approved Equal” items rather than any “approved brand” specified, the offeror must supply a complete description and sufficient data for the SFA to properly analyze the product being compared. Samples may be requested for items other than “approved brands”. These “Pre-Approved Equal” brands must be approved by the SFA before the bid opening. The SFA reserves the right to reject any brand submitted if the SFA does not have sufficient information or time to conduct taste-testing in order to deem the product as a “Pre-approved Equal”.

If the offeror fails to identify the manufacturer, brand, portion size, etc. for any item included in the bid, the SFA will assume the offeror is proposing the exact brand/product and portion size identified in the specification, and if awarded, the offeror will be required to furnish the exact brand names, portion sizes, etc. as specified. Substitutions will not be allowed.

\*If you discover or suspect error in the item specifications in this RFP, please note it as part of your bid response.

#### General Specification Provisions:

1. Quantities

Quantities reflected in this RFP are estimates based on the combined projected needs for the SFA during the contract period. Quantities are the best estimate of anticipated needs available at the time of publication of this RFP, but the accuracy of this estimate of these quantities may be affected by numerous factors including but not limited to, budgetary adjustments, availability of Federal funds or other subsidies, changing market forces, or unintentional errors or omissions. Actual needs may be greater or less than the estimated quantities provided.

2. Packaging

Unless otherwise provided for in this RFP, all products supplied under any Contract resulting from this RFP must be packaged in containers that are new, appropriately designed for the products involved, and sturdy enough to protect the products involved in loading, transit, unloading, and storage.

3. Pricing

All “Line Item” bids must be for a specific price for the unit of measure specified for that item. The offeror is responsible for clearly noting any differences in proposed packaging and/or units of measure in the bid response, and the offeror shall adjust the projected need as to come up with an equivalent total so all bids are comparable. In cases where another price is requested for comparison purposes (e.g., “portion price” or “price per ounce”), such price is for comparison purposes only. Purchases will be made in the increments of the unit of measure specified. In the case of any discrepancy or error in comparison price calculations, the price for the unit of measure specified will prevail. Excessive errors in comparison price calculations will be sufficient grounds for rejection of the entire bid.

“Cost Plus” bids will not be accepted.

Proposed prices must be firm for the entire contract period.

If during the term of the Contract, a successful offeror’s net prices to any or all of its other customers in similar market circumstances for any of the same items awarded under this RFP are reduced below the contracted price, it is understood and agreed that the benefits of such price reduction shall be extended to the SFA.

#### 4. Delivery and Transportation

The offeror must specify their lead time in days from receipt of a Purchase Order until the order is in Anchorage and released to the air carriers for final delivery to the SWRSD villages. The vendor must immediately notify the SFA, by telephone and/or email, if any delays occur. The SFA will have the option to cancel the order if unable to accept the delay. At the discretion of the SFA, items received after the due date, for which the SFA has not been notified regarding the delay, may be returned at the vendor’s expense with no penalty to the SFA.

Repeated failure to meet the lead time will constitute a breach of Contract by the vendor, and may result in the initiation of actions covered in this General Terms and Conditions document entitled “Remedies for Non-Performance of Contract”, and “Contract Termination” and the associated financial impacts attached thereto, as well as jeopardize any future business from the SFA.

Cartons must be marked with appropriate product identifying information as indicated on the Purchase Order. Each shipment must include a packing list and waybill or delivery ticket.

If the vendor is delivering products out of more than one warehouse or distribution center, all warehouses or distribution centers involved in the distribution plan MUST carry or have timely access to all awarded items and MUST be able to respond to orders in a timely manner. Unless otherwise specified in this RFP, product substitutions are not allowed, and the involvement of multiple distribution centers will not be construed as to alter the restrictions against product substitutions. In the event the vendor uses multiple distribution centers, the SFA will have ONE



CONTACT PERSON for overall Contract management relative to any Contract resulting from any award under this RFP, and the SFA WILL NOT be required to deal with multiple Contacts for overall contract management.

The vendor is responsible for their own errors and will not hold SWRSD responsible for these errors, such as but not limited to mislabeling of the product. If the product is frozen goods, but those goods are labeled as dry goods, SWRSD will not be responsible for paying for the mishandling of the product. The offeror must take due diligence to label all product correctly lest the vendor resend the product appropriately at the vendors cost.

All products must be labeled appropriately including Freeze/chill to avoid the mishandling of product. If products are labeled inappropriately the vendor will be responsible for any product that must be resent due to this error.

## 5. Quality

Unless otherwise indicated in the RFP, all items proposed must be new and in highest quality condition and must conform to the highest standards of manufacturing practice, including containers suitable for shipment and storage. Unless otherwise requested, the SFA will not accept “factory seconds” or otherwise inferior goods, and reserves the right to return any such item(s) within (30) days of receipt at vendor’s expense.

Safety Data Sheets (SDS) on chemicals or any other products customarily requiring SDS must be provided to the SFA with the first shipment to the SFA at the beginning of the contract period. Promptly and at no additional costs, the offeror will provide additional Safety Data Sheets to the SFA upon request. Providing a web site access location to SDS information is an acceptable alternative

## 6. Buy American provision

SFAs participating in the National School Lunch and School Breakfast programs in the contiguous United States are required to purchase, to the maximum extent practicable, domestic products for use in meals served under the programs. Regulations define “domestic products” as one that is produced in the United States and is processed in the United States, substantially using agricultural commodities that are produced in the United States. “Substantially” means over 51 percent of the final processed product consists of agricultural commodities that were grown domestically.

## E. Bid Evaluation and Award

All bids received in response to this RFP will initially be considered for award; however, initial consideration of any bid will not constitute an assessment of its meeting the necessary

qualifications, and any bid may be disqualified at any time during the process of evaluating bids for failure to meet any other terms or conditions contained anywhere else in the bid request.

The SFA reserves the right to waive any or all bid irregularities, formalities, or other technicalities, to be the sole and independent judge of quality and suitability of any products offered, and may accept or reject any bids in their entirety, or may reject any part of any bid without affecting the remainder of that bid, and may award the individual items included in the bid in any combination or any way to best serve the interests of its members as it perceives those interests to be in its sole discretion.

It is not the policy of the SFA to purchase on the basis of low bid price alone. All bid items are subject to evaluation and approval by the SFA.

It is understood that the SFA may use all means at their collective disposal to evaluate the bids received on these criteria, and the final decision as to the best overall offer, both as to price and to suitability of the products and/or services offered to fit the needs of the SFA, will be made by the Child Nutrition Director, the SFA Purchasing Officer, the SFA Finance Officer and/or SFA designee and / or the evaluation Committee.

The successful offeror(s) will be notified by “Intent to Award” issued by the SFA.

The SFA reserves the right to require a performance bond.

#### F. Substitutions

The SFA will not accept any substitutes after items(s) have been awarded as specified, unless such substitutions are deemed to be in the best interest of the SFA, and unless prior agreements have been reached and reduced to writing regarding such substitutions. Substituting without the prior approval of the SFA will constitute a breach of contract by the vendor which may result in the initiation of actions covered in this General terms and Conditions document entitled “Remedies for Non-Performance of Contract, and Contract Termination” and the associated financial impacts attached thereto, and may jeopardize any future business from the SFA.

#### G. Deviation from Item Specification or General Terms and Conditions

Any and all limitations, expectations, qualifications, special conditions, or deviations from these General Terms and Conditions or any of the item specifications, including the offering of any alternate to the “approved brand and/or model” (where identified) must be clearly noted in detail by the offeror at the time of submission of the bid. The absence of such limitations, exceptions, qualifications, special conditions, or deviations being submitted in writing with the offeror’s response will hold the offeror accountable to the SFA to perform in strict accordance with all these General Terms and Conditions and all the item specifications as written, including any such limitations, exceptions, qualifications, special conditions, or deviations with the bid

response may place the offeror at a competitive disadvantage or otherwise prevent the SFA from considering the affected items(s).

Any deviation from any of the item specifications, including the delivery of any product other than the specific brand of the product awarded, will be grounds for rejection of the product(s) when delivered, and will expose the vendor to the remedies identified in this General Terms and Conditions document entitled “Remedies for Non-Performance of Contract, and Contract Termination” and may jeopardize future business from the SFA.

#### H. Invoices, Packing Lists, and Payment Conditions

Packing Lists or other suitable shipping documents must accompany each shipment and must identify (a) the name and address of the vendor, (b) the name and address or delivery location of the receiving entity, (c) the Purchase Order Number, and (d) detailed descriptive information identifying the item(s) delivered, including quantity, item number, product code, item description, number of containers, etc.

The SFA will not be held responsible for any products delivered or invoiced without a valid current Purchase Order Number. SWRSD shall not be subject to the offeror’s interest charges or late fees if there is a delay in payment.

At the option of the SFA, invoices with incorrect prices or other errors or inconsistencies will not be paid until corrected, whether by credit memo(s) or issuance of a corrected invoice. At the option of the SFA, invoices may be corrected upon receipt and payment may be made based upon their corrections.

#### I. Records Retention Requirements

By signing this bid, the offeror understands that the SFA, the U.S. Department of Agriculture, the Alaska Department of Education and Early Development, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the contractor which are directly pertinent to the specific contract, for the purpose of audits, examinations, excerpts, and transcriptions.

The offeror must retain pertinent records identified by source and type for a minimum of three years after the SFA makes final payments. In the event of any unresolved audit findings, the records shall be retained beyond the three (3) year period for as long as required for resolution of the issues raised by the audit.

#### J. Remedies for Non-Performance of Contract, and Termination of Contract

If the vendor cannot comply with the terms and conditions in fulfilling its Contract as anticipated, the vendor must supply the same products or services contracted from other sources at the contract price. The vendor's delay in the above will constitute the vendor's material breach of contract, whereupon the SFA may terminate the vendor's contract for cause as provided by the remainder of this section.

This contract shall not renew and shall expire at the end of the stated contract period. If any delay or failure of performance is caused by a Force Majeure event as described in the General Terms and Conditions document entitled "Force Majeure," the SFA may, in its sole discretion, terminate this contract in whole or part, provided such termination follows the remaining requirements of this section.

Except as otherwise provided within the General Terms and Conditions of this document, this Contract may be terminated in whole or in part by either party in the event of substantial failure by the other party to fulfill its obligations under this contract through no fault of the terminating party; provided that no such termination may be implemented unless and until the other party is given 1) at least thirty (30) days written notice (delivered by certified mail, return receipt requested ) of intent to terminate, and 2) an opportunity for consultation with the terminating party, followed by a reasonable opportunity, of not more than ten (10) working days, to rectify the defects in products or performance, prior to termination.

Valid causes for termination of this Contract will include, but are not limited to:

- (1) the vendor's failure to adhere to any of the provisions of the General Terms and Conditions of this RFP,
- (2) the vendor delivering any product(s) that fail to meet the Item Specifications included in this RFP relating to the awarded product(s),
- (3) the vendor delivering any substitution(s) of product(s) different than those originally proposed and awarded without the prior written approval of the SFA,
- (4) the vendor's failure to meet the lead time in days as identified the vendor's proposal, or
- (5) the vendor's violation of any other provision contained within these General Terms and Conditions or any attachment thereto which provides for contract termination as a remedy.

Notwithstanding anything contained in this section, in the event of the vendor's breach of any provision in this contract, the SFA reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of its members, including, but not limited to, the purchase of other products of like type and quality from other sources in the open market. In the event the SFA elects to purchase other products from other sources, the SFA will invoice the vendor for any increased costs to the SFA, and the vendor agrees, by submission of a bid response, to promptly pay any such charges invoiced.

- K. Force Majeure Consideration The term Force Majeure shall include, but is not limited to, governmental restraints or decrees, provided they affect all companies in the vendor's industry equally and are not actions taken solely against the vendor; acts of God (except natural phenomena, such as rain, wind or flood, which are normally expected in the

locale in which performance is to take place); work stoppages due to labor disputes or strikes; fires; explosions; epidemics; riots; war; rebellion; or sabotage.

The parties to this Contract will be required to use due caution and preventative measures to protect against the effects of Force Majeure, and the burden of proving that Force Majeure has occurred shall rest on the party seeking relief under this section. The party seeking relief due to Force Majeure will be required to promptly notify the other party in writing, citing the details of the Force Majeure event, and will be required to use due diligence to overcome obstacles to performance created by the Force Majeure event, and shall resume performance immediately after the obstacles have been removed, provided the Contract has not been terminated in the interim.

Delay or failure of performance, by either party to this contract, caused solely by the Force Majeure event shall be executed for the period of delay caused solely by the Force Majeure event, provided the affected party has promptly notified the other party in writing. Neither party shall have any claim for damages against the other resulting from delays caused solely by Force Majeure.

The SFA will not be responsible for any costs incurred by the vendor because of the Force Majeure event unless the SFA has requested, in writing, that the vendor incur such costs in connection with any delay or work stoppage caused by the Force Majeure event, and the SFA has agreed in writing to incur such additional costs.

Notwithstanding any other provision of this section, in the event the vendor's performance of its obligations under this contract is delayed or stopped by a Force Majeure event, the SFA shall have the option to terminate this contract in accordance with the General Terms and Conditions document entitled "Remedies for Non-Performance of Contract, and Contract Termination." Furthermore, this section shall not be interpreted as to limit or otherwise modify any of the SFA's rights as provided elsewhere in this contract.

#### L. Venue

This agreement will be construed and governed according to the laws of the State of Alaska.

#### M. Regulatory Compliance

(1) The offeror and SFA mutually agree to comply with all applicable standards, orders or requirements issued pursuant to Section 306 of the Clean Air Act (42 USC 1857 [h]), Section 508 of the Clean Water Act (33 USC 1368), Executive Order 117389 and Environmental Protection Agency regulations (40 CFR Part 15). Any violations thereof shall be reported to the Administrator for Enforcement or other appropriate authority. Each party shall not be responsible to the other for acts beyond its control or acts caused by the negligence of the other party.

(2) The offeror agrees to comply with all mandatory standards and policies relating to energy efficiency as cited in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94 – 163).

(3) The offeror shall comply with Executive Order 11246, entitled Equal Employment Opportunity, as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations, 41 CFR Part 60.

(4) The offeror shall comply with the following civil rights laws as amended: Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; Title 7 CFR parts 15, 15a, and 15b; the Americans with Disabilities Act; and FNS Instruction 113-6, “Civil Rights Compliance and Enforcement in School Nutrition Programs”.

(5) The offeror shall comply with the “Buy American” provision for Contracts that involve the purchase of food and/or beverages as per 7 CFR Part 250.

(6) The offeror shall comply with the provisions of the Consumer Product Safety Act. (7) The offeror shall complete and sign the Certification of Independent Price Determination form; Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion form; and Disclosure Form to Report Lobbying and shall include these documents as part of the Agreement. (See Attachments)

(8) The offeror shall abide by all applicable State and Federal laws and policies of the State Board of Education when providing services under this Contract.

(9) Allowable costs will be paid from the nonprofit school food service account to the contractor net of all discounts, rebates and other applicable credits accruing to or received by the contractor or any assignee under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the SFA.

#### N. Assurance of Non-Collusion

By signing this bid, the offeror assures that, to the best of his/her knowledge:

(1) Neither the offeror nor any business entity represented by the offeror has received compensation for participation in the preparation of the items specifications or the General Terms and Conditions related to this RFP,

(2) This bid has been arrived at independently and is submitted without collusion with any other offeror, with any competitor or potential competitor, or with any other person or entity to obtain any information or gain any special treatment or favoritism that would in any way limit competition or give any offeror an unfair advantage over any other offeror with respect to this RFP.

(3) The offeror has not accepted, offered, conferred or agreed to confer, and will not in the future accept, offer confer, or agree to confer any benefit or anything of value to any person or entity related to the SFA or any of its members in connection with any information or submission related to this bid, any recommendations, decision, vote or award related to this bid, or the exercise of any influence or discretion concerning the sale, delivery, or performance of any product or served related to this bid,

(4) Neither the offeror, nor any business entity represented by the bidder, nor anyone acting for such business entity, has violated the Federal Antitrust Laws or the antitrust laws of the state of Alaska with regard to this bid, and this bid has not been knowingly disclosed, and will not be knowingly disclosed to another offeror, competitor, or potential competitor prior to the opening of bids.

(5) No attempt has been or will be made to induce any other person or entity to submit or to not submit a bid.

#### O. Assurances regarding Legal and Ethical Matters

By signing this bid, the offeror assures that:

(1) he/she has read and understands all the General Terms and Conditions in this document and agrees to be bound by them, and is authorized to submit bids on behalf of the offering entity,

(2) the offeror has noted any and all relationships that might be conflicts of interest and included such information with his/her bid response,

(3) the bid submitted conforms with all item specification, these General Terms and Conditions, and any other instructions, requirements, or schedules outlined or included in this RFP,

(4) if this bid is accepted, in whole or in part, the offering entity will furnish any item(s) awarded to them under this RFP to the SFA at the proposed price and in accordance with the item specifications and the terms and conditions contained in this RFP,

(5) the offering entity has, or has the ability to obtain, such financial and other resources, including inventories, as may be required to fulfill all the responsibilities associated with this bid,

(6) the offering entity has a high degree of integrity and business ethics, and a satisfactory record of performances, and has not been notified by any local, state or federal agency with competent jurisdiction that its standing in any matters whatsoever would preclude it from participating in this bid, it would in no other way whatsoever be disqualified to propose or receive any award or contract related to this bid, and the offeror will comply with any reasonable request from the SFA to supply any information sufficient to substantiate the proposing entity's ability to meet these minimum standards,



(7) concerning paragraph (6) above, the offering entity has identified and disclosed in this written bid any and all known suspected matters that would disqualify it from participating in this bid or receiving any award or contract related to this bid, recognizing that the offer's failure to identify and disclose any such matters constitutes its affirmation that no such matters exist, and that failure to disclose in this bid any such matters which do exist is a material breach of contract which would void the submitted bid or any resulting contracts, and subject the offeror to removal from all procurement lists and possible criminal prosecution

(8) the offering entity has obtained, and will continue to maintain during the entire term of this contract, all permits, approvals or licensed necessary for lawful performance of its obligations under this contract,

(9) the prices, prompt payment discount terms, delivery terms, distribution allowances, and the quality and/or performance of the products offered in the bid are and will remain the same or better than those offered to the vendor's most favored customer under equivalent circumstances,

(10) the offering entity will comply with all laws relating to intellectual property, will not infringe on any third party's intellectual property rights, and will indemnify, defend and hold the SFA and its members harmless against any claims for infringement of any copyrights, patents, or other infringements related to its activities under this contract,

(11) the offering entity will maintain, at the offering entity's expense, any insurance necessary to protect the SFA and its members from all claims for bodily injury, death, or property damage that might arise from the performance by the offering entity or the offering entity's employees or its agents or any service required of the offering entity under this contract; however, the existence of such insurance will not relieve the offering entity of full responsibility and liability for damages, injury, death or loss as described or as otherwise provided for by law,

(12) neither the SFA nor any of its members shall be liable to the offering entity for any damages (including, but not limited to, loss of profits or loss of business, or any special, consequential, exemplary, or incidental damages) in the event that the SFA declares the offering entity in default,

(13) he/she understands that by signing the bid with any false statement is a material breach of the contract which will void the submitted bid or any resulting contract(s), and subject the bidder to removal from all procurement lists, and possible criminal prosecution,

#### M. Questions Regarding Request for Bid

Questions about this bid should be directed to

Richard Eastham                      or                      Jania Stephen

[reastham@swrsd.org](mailto:reastham@swrsd.org)

[jstephen@swrsd.org](mailto:jstephen@swrsd.org)



#### N. Inflation allowance

SWRSD understands that during this current economy that inflation, manufacturing, labor, and supply issues have been a constant struggle over the past several years. For this bid, the offeror is to make accurate and current prices and accurate and currently product availability. If during the course the of the after the bid award, inflation has gone up significantly or a product suddenly becomes unavailable, there will be leeway and reasonable understanding to allow certain changes, however, the offeror must be willing to communicate effectively. As long as both parties agree, the inflation allowance will be granted and/or reasonable product substitution of equal quality.

#### 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, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or 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 discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) 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: (1) 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](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender.

Submitted Electronically  
CERTIFICATION FOR CONTRACTS, GRANTS, LOANS

AND  
COOPERATIVE AGREEMENTS  
Lobbying

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer 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 cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants and contracts under grants, loans and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31 U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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Company Name (Please Print)

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Signature of Authorized Representative

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Date

Southwest Region School District

## Food Service Bid Evaluation

Traits	Maximum Score	Proposal Score
Price	45	
Lead time in days	35	
Product Quality	20	
Total	100	

### Price

A complete listing of bid quotes, with the grand total indicated, is provided. The lowest bid will be full points. Points will be calculated as follows: ( 45 points x (low bid price/your bid price)= points

Price: 45 Points possible

Section Total:

### Lead time in Days

Consideration will be given to how much time in days it takes for the COMPLETE order (meaning every single item on an order) to be handed over to the bypass carriers /air carriers in Anchorage from the date an order is placed. The least amount of days from the bids will be awarded full points. Points will be calculated as follows: (35 points x (fastest lead time in days / your lead time in days) = points awarded). Do not under-estimate your lead time in days.

Failure to meet your stated lead time will result in liquidated damages and breach of contract.

Lead Time: 35 Points Possible

Section Total:

### Product Quality

Vendor offers products that meet nutrition standards set forth by the 2005 Dietary Guidelines for Americans and are Child Nutrition certified

Product Quality: 20 Points Possible

Section Total:

## SWRSD Food Service Product List

Products to be provided must be comparable: of Equal quality or greater: products provided may NOT be inferior to listed product:

All Products must be CN labeled:

Please assume all items are needed in bulk and all cans are to be in # 10 cans as not all product codes were obtained. Canned fruit must be packed in its own juice or light syrup (no heavy syrup). All canned vegetables must be lower sodium. If you have any questions, please contact us.

### Frozen Products:

# of items needed

- |   |                        |
|---|------------------------|
| • Los Cabos Egg, Cheese, Potato, Turkey Sausage, Breakfast Wrap<br>(80 servings per case) 195 cases | Product # 97869        |
| • Jennie-O Turkey Meatballs .65 oz. (184 servings per case)<br>104 cases                            | Product # 19200.       |
| • Conagra Brands Stuff Crust Pizza Pepperoni (72 per case)<br>215 cases                             | Product # 77387-12408. |
| • Tony's Breakfast Squares (128 per case)<br>130 cases  | Product # 63912        |
| • Otis Spunkmeyer 2 oz. blueberry muffin (72 per case)<br>110 cases                                 | Product # 568118       |
| • Otis Spunkmeyer 4 oz. Apple Cinnamon Muffin (72 per case)<br>110 cases                            | Product # 10150        |
| • Tyson Beef Burger, 2.0 oz. (170 per case)<br>50 cases   | Product # 10000015320. |
| • Gold Kist Chicken 4 oz. Chicken Breast Whole Grain (70 per cases)<br>125 cases                    | Product # 7516         |
| • Gold Kist Whole Grain Popcorn Chicken (70 servings per case)<br>144 cases                         | Product # 110458       |
| • Sunny Fresh French Toast Sticks (130 servings per case)<br>70 cases                               | Product # 40432        |
| • Conagra Brands French Toast Cinnamon Swirl 72 per cases<br>115 cases                              | Product # 8615110372.  |
| • Albies Turkey Sausage Egg and Cheese Pocket 3 oz. 60 per cases<br>120 cases                       | Product # 7182064      |
| • Tasty Brands- Pizzaboli (96 5oz per case)<br>100 cases  | Product # 53201        |
| • Schwan's Whole Grain Chicken Egg Roll<br>115 cases  | Product # 69187        |
| • Foster Farms Corn Dog Chicken Low-Fat Whole Grain 4 oz.<br>120 cases                              | Product # 95150        |
| • Gold Creek Foods Shredded Chicken<br>154 cases  | Product # 791499       |

- Casa Solana Enchilada Chicken 3 oz. 60 per cases 292 cases Product # 2591683.
- Broccoli Spear 12/2 488 cases
- McCain Crispy Bakeable Seasoned Skin-on Wedges. 6/5lbs 55 cases Product # 1000000496.
- McCain Harvest Splendor Sweet Potato Crinkle Fries. 6/2.5lbs 292 cases Product # MCF04566
- Assault on Sodium Beef Crumble-Child nutrition 75 cases Product # 5868CE
- Klosterman 10-12 CT pack 4" (Hamburger Bun) 275 cases Product # 3479
- Rich's Whole grain Dinner roll dough (proof and bake) 10 to 12 cases Product # 13918

#### Cheese & Butter

- Block and Barrel Imperial Cheese Cheddar Mild Sliced Interleafed .75 Ounce Yellow 8/1.5 lbs 72 cases
- Casa Solana Imperial Cheese Cheddar Jack Fancy Shredded 5 lb bags /4 36 cases
- Land O Lakes Ultimate Cheddar Cheese Dip Cups 3 OZ 140 per case 75 cases Product # 39911
- Vegetable oil- Zero Trans-fat 1 gal size 50 gals

#### Canned Products:

- Ocean Spray Juice Apple No Thaw 4 Oz 48 pack 388 cases
- Ocean Spray No thaw Juice Orange 4 Oz 48 pack 388 cases
- Chef-Mate Chili Con Carne w/beans #10 Cans 6 pack 84 cases
- Sliced Carrots #10 cans Pack of 6 276 cases
- Corn # 10 cans reduced sodium 115 cases
- B&M Bean Baked New England Style #10 cans 6 pack 244 cases Product # 33049.
- Casa Solana Bean Pinto Fancy # 10 cans 6 pack 84 cases Product # 3362274
- Diced Peaches # 10 cans 6 pack 288 cases
- Pineapple Tid-Bits # 10 cans 6 pack 288 cases
- Mandarin Oranges # 10 cans 6 pack 288 cases
- Mixed fruit # 10 cans 288 cases
- Marinara Sauce # 10 cans 84 cases

#### Condiments:

- Hershey Chocolate in Plastic Bottle Jug 7lb 8oz jugs (pack of 6). 270 cases
- Salsa Del Sol Picante Sause .5oz packets. Product #7160370001700

- |   |                        |
|---|------------------------|
| 36 cases  |                        |
| • Heinz Light Mayonnaise 1 gal tubs /4                      | 8 cases                |
| • Heinz Light Mayonnaise 12 g/500                           | product #130005320600. |
| 56 cases  |                        |
| • Heinz Tartar Sause Packets 12g/500                        | product #130005313000. |
| 112 cases   |                        |
| • Kikkoman Less Sodium Soy Sauce individual packets 6ml/200 | product# 41390         |
| 224 cases   |                        |
| • Heinz Ranch Dressing 2 oz. dipping cups 2oz/60            | product # 130005443000 |
| 64 cases  |                        |
| • Heinz BBQ sauce 2 oz. dipping cups 2oz/60                 | product #130005245000. |
| 32 cases  |                        |
| • Heinz yellow Mustard Packets 5.5g/500                     | product #130000029600. |
| 36 cases  |                        |
| • JM Smucker syrup 1.4 oz. cups/100                         |                        |
| 236 cases   |                        |
| • Wholesome Farm Imperial Butter Cup USDA AA 5 grams/720    | 25 cases               |
| • Heinz Ketchup individual packets 7g/1000                  | product# 130009849000  |
| 56 cases  |                        |

#### Dry Goods:

- |   |                        |
|---|------------------------|
| • Fritos Corn Chips The Walking Taco bag 1.5 oz bags            | Product # 028400693936 |
| 310 cases   |                        |
| • Basic American Foods potato Pearls (reduced sodium) 12/28 oz. | Product # 10799.       |
| 22 cases  |                        |
| • Ground Black Pepper McCormick 1 lb ( 6 pack)                  | 6 cases                |
| • Rice, Brown Medium Grain 50lb bags                            | 24 bags                |
| • Powdered nonfat dry milk. 6/5 lbs                             | Product # 58265.       |
| 590 cases   |                        |
| • McCormick Garlic Powder 1 lb (pack of 6)                      | 6 cases                |
| • McCormick Onion Powder 1 lb (pack of 6)                       | 6 cases                |
| • McCormick Parsley 12 oz (pack of 6)                           | 6 cases                |
| • McCormick Thyme 12 oz (pack of 6)                             | 6 cases                |
| • McCormick Yellow Mustard Powder 1 lb (pack of 6)              | 6 cases                |
| • McCormick Paprika 1 lb (pack of 6)                            | 6 cases                |
| • McCormick Oregano 12 oz ( pack of 6)                          | 6 cases                |
| • McCormick Basil 12 oz (pack of 6)                             | 6 cases                |
| • McCormick Yellow Curry 1 lb (pack of 6)                       | 6 cases                |
| • Minor's Low Sodium Chicken Base 1 lb (6 pcakc)                | 25 cases               |
| • Lucky Charms 96 /1oz  | Product # 31917000     |
| 65 cases  |                        |
| • Cocoa puffs 96/ 1oz   | Product # 31888000     |
| 65 cases  |                        |
| • Cinnamon Chex 96/1 oz.  | Product # 38387        |
| 65 cases  |                        |
| • Golden Grahams 96/1oz   | Product # 11943        |
| 65 cases  |                        |

- Whole Wheat Flour 50lbs bags 105 bags
- Enriched wheat flour 105 bags
- Active dry yeast 1 or 2 lbs vacuum sealed bags 100/ 1 pound
- Sugar 10 lbs bags 6 bags

#### Kitchen Supplies (non-foods):

- Bag Plastic Reclose able 2-Gallon 1/100 Ct 36 cases
- Bag Plastic Reclose 1-Gallon 1/250 Ct 36 cases
- Bag Plastic Low Density Reclose able Quart 1/500 Ct 36. cases
- Bag Plastic Low Density Reclose able Sandwich 2/500 Ct 36 cases
- Napkin Disposable Xpressnap Environment Natural 12/500 CT 36 cases
- Film PVC Chloride Roll 2000 Feet. 1/18 in 36 cases
- Foil Sheet 12 inch x 10.75 inch silver 12/200 CT 36 cases
- Foil Aluminum Roll Standard weight 1000 Feet. 1/18in 36 cases
- Liner Pan Paper Quilon 1000/16X24 36 cases
- Glove nitrile Large Foodservice Powder Free. 10/100 Ct 36 cases
- Glove nitrile Medium Foodservice Powder Free 10/100 Ct 36 cases
- Glove nitrile Small Foodservice Powder Free 10/100 Ct 36 cases
- spork White Medium Weight Polypropylene 10/1000 ct 36 cases
- Tray Paper 5 Compartment 1/500/ Ct 36 cases
- Bag Paper Brown 8 Pound 1/500 Ct 36 cases
- 4 oz. Clear portion cups 15/200 ct 10cases
- 4 oz Clear portion cup lids. 15/200 ct 10 cases
- Hairnet Nylon Large Dark Brown Light Weight 10/144 ct 36 cases
- Pyrotex oven mitts 17" 4 pkg 16 cases

#### Cleaning Supplies

- Sanitizer Tablet Quat Tab 100 Count 6/100 Ct 36 cases
- Test Strip Sanitizer Chlorine 1/100 Ct 36 cases
- Pad Scour Green 6 x 9 Antimicrobial 1/20 Ct 36 cases
- Pad Scrub Stainless 50 gram 1.75 Oz. 1/12 Ct 36 cases
- Cleaner Sanitizer Surface Ready to Use Food Service Grade 6/32 Oz. 36 cases
- Detergent Pot and Pan liquid Blue(Dawn) Ready to use 9/32 Oz 36 cases