

Apr 29, 2026

Coast Valley VAPC Pre-Bid Conference for Bread

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Attachments  Coast Valley VAPC Pre-Bid Conference for Bread

Meeting records  Recording

Summary

Conference reviewed procurement requirements and evaluation criteria for school district bread supply requests via competitive bidding.

RFP procurement scope overview

Oxnard Union High School District initiated a request for proposals for values aligned bread across 7 districts. Requirements emphasize local sourcing, business equity, and high food quality standards.

Submission and evaluation criteria

Proposals require electronic submission by May 27, 2026, at 10 a.m. Pricing is weighted as the highest evaluation criteria, supplemented by equity and local production metrics.

Documentation and compliance requirements

Vendors must submit signed certifications and insurance proof while

preparing for potential product sample requests. All formal bid inquiries must be submitted before May 6.

Next steps

- ☐ [Deanna Rantz] Confirm Bid: Send email confirmation acknowledging receipt of submitted bids.

Details

- **Introduction and Logistics of the Pre-Bid Conference:** Ben Lucas Thomas, representing the partnership between Chefan Foundation, Shared Plate, Oxnard Union High School, and the Coast Valley Values Align Purchasing Collective, introduced themselves as the host for the pre-bid conference and confirmed that any questions asked during the meeting would be formally released in writing along with emailed questions in the official Q&A document after the Q&A due date. They were joined by Deanna Rantz, Director of Purchasing, and Alyssa Burgers, Director of Nutrition Services for Oxnard Union High School District, who will be the point of contact for bid questions. The agenda for the 15-minute presentation included an introduction to the RFP, vendor requirements, evaluation criteria, timeline, and proposal worksheet instructions.
- **Values Aligned Bread Request for Proposals (RFP) Overview:** Oxnard Union High School, on behalf of the Coast Valley Values Align Purchasing Collective (CVVAC), is seeking proposals for Values Align bread, aiming to procure high-quality, fairly priced items for nutritious meals. The CVVAC includes eight school districts, with seven participating in this RFP, covering 54 delivery sites in Santa Barbara and Ventura counties. Values-aligned procurement incorporates factors beyond the lowest price, including support for locally sourced products (Tier 1: Santa Barbara/Ventura counties; Tier 2: California), certified organic and regeneratively grown items, business equity for small/minority/women/disabled veteran-owned businesses, transparency, and competitive pricing.
- **Proposal Submission and Key Dates:** Proposals must be submitted electronically via email to Deanna Rantz with the subject line "RFP number 723 values align

bread" no later than 10:00 a.m. on May 27th, 2026, with the proposal in PDF or Word doc format, and the proposal worksheet in Excel or Google Sheet format. They stated that they would send confirmation emails upon receipt of proposals, and vendors were encouraged to request a delivery receipt for confirmation as well. Questions regarding the RFP must be directed to Deanna Rantz via email by Wednesday, May 6th, at noon Pacific Standard Time.

- **Vendor Requirements and Compliance:** Vendors must possess valid licenses to operate in California and be able to demonstrate good agricultural and manufacturing practices. They must maintain comprehensive general liability insurance, including workers comp, auto liability, and product liability, and provide proof of insurance naming each of the seven member districts as additionally insured. Vendors must also demonstrate relevant experience in providing similar services for school nutrition programs and comply with all local, state, and federal regulations outlined in the RFP attachments and vendor certifications.
- **Bid Evaluation Criteria:** Pricing is the highest weighted criteria in the evaluation, with the three lowest-priced bids receiving higher scores. Other significant scoring criteria include food system equity (additional points for at least 51% minority/disabled veteran/woman-owned businesses), local and California-based businesses, vendors committed to sourcing values-aligned foods, timely and accurate delivery, and experience with K-12 programs and references. Vendors are also preferred if they can provide reports detailing usage, velocity, average cost per item, product origin, and manufacturing location.
- **RFP Timeline and Key Dates:** The timeline indicates that responses to vendor questions are due next Wednesday at noon, with the formal answers released on the 11th, and proposals due on May 27th at 10 a.m. Evaluation will continue through June 11th, with potential vendor interviews scheduled for June 8th and 9th, if necessary. The estimated date for RFP awards is June 11th, with approval by the board of trustees scheduled for June 24th.
- **Proposal Worksheet Instructions and Required Certifications:** Ben Lucas Thomas showed the proposal worksheet (Exhibit A), which includes instructions, volume broken down by district, and sections for bidders to fill out pricing and equivalent product information. Bidders are asked to ensure all prices are quoted per the specified unit of measure and encouraged to use competitive yet sustainable pricing. Required certifications, which must be completed, signed, and attached, include the Drug-Free Workplace certification, Buy American certification, and documentation on safety/health compliance (HASSA plan or food safety program), among others found on pages 55 through 71 of the RFP.

- **Taste Testing and Samples:** After the proposal opening, the participating districts may request product samples free of cost for a taste testing, which would be added to the evaluation process. Proposers would be notified via email of the requested samples, which would need to be delivered on June 2nd, 2026, between 8 a.m. and 2 p.m. at the specified Oxnard address.
- **Meeting Conclusion and Final Reminders:** Mike MBA from GJM Distributed Tri County Bread joined the meeting. Deanna Rantz reminded vendors to request a read receipt for their bid submission and to reach out before the deadline if they did not receive a confirmation of receipt. Ben Lucas Thomas thanked the attendees and reiterated that any further questions or needs for clarification should be sent via email before May 6th .

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