



Pre-Bid Conference - RFP#724 Values-Aligned Proteins

Oxnard Union High School District

On Behalf of the Coast Valley Values-Aligned Purchasing Collective (CVVAPC)

Request For Proposals - Values-Aligned Proteins

April 29, 2026 - 12:00pm - 1:00pm PST

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Introduction to the RFP

Oxnard Union High School is requesting proposals on behalf of the Coast Valley Values-Aligned Purchasing Collective (CVVAPC) for Values-Aligned Proteins.

CVVAPC aims to procure high quality, fairly priced items to prepare and serve nutritious, appealing meals to students.

CVVAPC is made up of these 8 School Districts in Santa Barbara, and Ventura counties with 63 delivery sites (2 of which are for Dairy delivery only):

- Carpinteria Unified School District
- Conejo Valley Unified School District
- Goleta Union School District
- Oak Park Unified School District
- Ocean View School District
- Oxnard Elementary School District
- Oxnard Union High School District
- Santa Paula Unified School District

Introduction to the RFP

CVVAPC practices Values-Aligned Procurement (VAP) and is a member of the Chef Ann Foundation Values-Aligned Purchasing Collective Project.

VAP means purchasing to further a set of values, not solely for lowest price.

These values are incorporated into the RFP scoring in: Item specifications, the vendor questionnaire, reference forms, and CVVAPC member previous vendor experience.

CVVAPC FOOD VALUES:

- Local two tiers:
 - Made, grown or caught in Santa Barbara and/or Ventura counties,
 - Made, grown or caught in California,
- Certified Organic,
- Regeneratively grown,
- Values-Aligned Suppliers (B-corp, Employee-Owned)

Introduction to the RFP

CVVAPC VENDOR VALUES:

- Business Equity for Small, Minority, Woman and Disabled Veteran Owned-Businesses
- Exceptional Customer Service
 - With Emphasis on Short Lead Times & Quality Subs
- Makes Available Whole and Minimally Processed Products,
- Willingness to Share Data/Information about Vendors,
- Willingness to Build Direct Relationships with Producer/Artisans on Behalf of VAPC
- Affordable and Fair Prices and
- Vendors committed to sourcing Values-Aligned Foods.

Submitting Your Proposal

- Proposals must be submitted electronically via email to Deanna Rantz at deanna.rantz@oxnardunion.org.
- Required proposal submission email subject line: “RFP #724 Values-Aligned Proteins”
- Proposal submissions due no later than 10:00am PST on May 27, 2026.
- Ensure the proposal is in PDF or Word Doc format. The Proposal Worksheet (Exhibit A) must be submitted in Excel or Google Sheet format. Include all required attachments as specified in the RFP.
- Confirm receipt of your proposal by requesting a delivery receipt from your email service to ensure it has been received before the deadline.
- For any questions or clarification regarding the RFP, contact Deanna Rantz at the same email address by Wednesday, May 6, 2026 at 12:00pm PST
- See the Document Check-Off Sheet (Pg. 9)

Vendor Requirements

Licensing Requirements

Vendors must possess valid licenses to operate in the state of California and be able to demonstrate Good Agricultural Practices and Good Manufacturing Practices.

Insurance Coverage

Vendors are required to maintain comprehensive general liability insurance, including coverage for workers compensation, automobile liability, and product liability. Proof of insurance naming each of CVVAPC's 8 member districts as additionally insured must be submitted.

Experience Criteria

Vendors must demonstrate relevant experience in providing similar services, specifically in sourcing and delivering products for school nutrition programs.

Compliance with Regulations

Vendors must comply with all local, state, and federal regulations demonstrated throughout the RFP attachments, including required Vendor Certifications. See the Document Check-Off Sheet (Pg. 9)

Bid Evaluation Criteria

Pricing is the highest scored criteria in the evaluation, with the three lowest priced bids receiving higher scores.

Complete the Vendor Questionnaire (Pg. 41) in detail. The Evaluation Criteria matrix on RFP pages 36 - 39 explains how responses are evaluated.

Preference given to several criteria for producer and vendor attributes:

- Food System Equity: Majority (at least 51%) minority, disabled veteran, and/or woman owned businesses
- Local Businesses to Santa Barbara and Ventura counties and California
- Vendors work with Values-Aligned suppliers
- Vendor commitment to sourcing Values-Aligned foods
 - As demonstrated by the # of pre-existing SKUs
- Delivery specifications include timely and accurate deliveries; vendors failing to meet these criteria may be penalized.
- Experience with K-12 nutrition programs and references from previous contracts will be assessed to gauge reliability.
- Preference for vendors who provide reports including usage/velocity, average cost per item, product origin, and product manufacturing location for all line items

RFP Timeline and Key Dates

Date	Event
April 13 & April 20, 2026	Release and advertisement of RFP
April 29, 2026 12:00 pm – 1:00 pm PST	Pre-Bid Virtual Conference (Public Q&A) via Google Meet. Link to join: meet.google.com/fju-kghq-dri
May 6, 2026, 12:00pm	Request for Information (RFI) Deadline
May 11, 2026	Responses and Addenda, if necessary, released
May 27, 2026, 10:00am	Deadline for Submission of Proposals
May 27, 2026	Opening of Proposals (not public)
May 27, 2026	Proposers notified via email of sample requests
June 2, 2026 8:00am-2:00pm	Samples due at: 1800 Solar Dr., Attn: Deanna Rantz, Oxnard, CA 93030
May 27 - June 11, 2026	Evaluation of Proposals
June 8 – 9, 2026	Vendor Interviews (if required)
June 11, 2026	Estimated date of RFP Award Notifications sent out
June 24, 2026	Estimated date of approval and award by the Board of Trustees

****Oxnard Union High School District reserves the right to amend the schedule, as it deems necessary, and will post a notice of amendment on the District's website located in the Notice Inviting Proposals.**

Instructions For Completing Proposal Form

To complete the proposal form for Oxnard Union High Schools' RFP, start by carefully reviewing all sections outlined in the document.

Complete with the Proposal Worksheet (Exhibit A), ensuring that all prices are quoted per the specified unit of measure, such as pounds or cases.

Fill out the required certifications (Pages 56 - 72 of RFP) , ensuring all necessary signatures are provided. Additionally, complete, sign, and attach all required documentation listed in the Document Check-Off Sheet and specified throughout the RFP.

Ensure all documents are submitted in PDF or Word Doc format, with spreadsheets in Excel or Google Sheet format. Verify accuracy in vendor details and product offerings.

Double-check to confirm that all forms are completed thoroughly to avoid disqualification due to missing information.

Completing the Proposal Worksheet - Exhibit A

Note: Vendors are not required to bid on all line items. CVVAPC reserves the right to award by line item to one or multiple responsive and responsible bidders. Small vendors are encouraged to apply.

Understanding the Structure

The Proposal Worksheet consists of multiple columns including item name, pack size, pack unit, price, brand or equivalent, and drop-down options to identify which CVVAPC values and Buy American requirements that items fulfill.

Pricing Strategy Tips

Offer competitive yet sustainable pricing for each item. Use the notes column to include discount pricing.

Completing the Columns

Fill in the yellow and blue cells only for each item you're bidding on. Leave line items blank that you are not bidding on. The white cells are locked and cannot be edited.

For columns O - H, or Column U for equivalent items, select the drop down option that describes the item you're proposing. For columns N - Q or R-V for equivalent items, type the required information, such as item pack price. Note that column P should be filled out for like or equivalent items. See complete instructions in the Instructions for Vendors tab.

Bidders may propose similar Values-Aligned items not already included in the bid based on the specifications in the Proposal Worksheet.

Required Certifications

Drug-Free Workplace Certification

Vendors must certify that they maintain a drug-free workplace, prohibiting the use of controlled substances. This certification involves notifying employees about the prohibitions and establishing a drug-free awareness program.

Buy American Certification

Vendors are required to comply with the Buy American Provision, ensuring that food products are domestically sourced whenever possible. Exceptions can be made only under specific conditions.

Safety and Health Compliance

Vendors must adhere to health and safety standards, including providing a Hazard Analysis Critical Control Point (HACCP) plan or a Food Security and Safety Program to ensure food safety and traceability.

Other Required Certifications

Additional certifications include compliance with environmental regulations, disclosing lobbying information and debarment certification, and ensuring that all products meet the necessary health and nutritional standards as outlined by the USDA.

Q&A & Connecting

We encourage all vendors to ask questions to ensure clarity and understanding of requirements during this public Q&A session.

We will share contact information of attendees and encourage connection to explore supply partnerships

For further inquiries or support, please contact Deanna Rantz at deanna.rantz@oxnardunion.org

We are here to assist you throughout the bidding process and ensure that you have all the necessary information to submit a competitive proposal.

Email additional questions by noon on May 6, 2026. All questions and answers, including those from this session, will be recorded and posted with the RFP documents at:

<https://www.oxnardunion.org/departments/business-services/purchasing-warehousing/request-for-bids-proposals>

Samples & Taste Testing

After the opening of Proposals, upon request, samples of the products proposed shall be furnished free of cost to the District.

Proposers may be required to deliver samples of any item(s) proposed, including items of equivalent brand and items of the brand stated in the Proposal Worksheet (Exhibit A) for quality and value standard.

Proposers will be notified via email of sample requests by the date stated in this RFP's Schedule of Events.

Samples will be delivered on June 2, 2026, between 8:00am and 2:00pm at 1800 Solar Drive, Attn: Deanna Rantz, Oxnard, CA 93030.

Thank You