

**ST. TAMMANY PARISH SCHOOL BOARD
COVINGTON, LOUISIANA**

The St. Tammany Parish School Board will receive sealed bids until 2:00 p.m., Tuesday, July 7, 2026 on Supplies for School Food Service, in accordance with the following instructions and attached specifications.

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1. Bids shall be submitted on the attached bid form and signed by a duly authorized representative of the firm. All conventional paper bids shall be either hand delivered or sent by registered or certified mail, UPS or FedEx with a return receipt requested to the St. Tammany Parish School Board Office, 321 N. Theard Street, Covington, Louisiana 70433, in a sealed envelope clearly marked on the outside, "BID L289– SUPPLIES FOR SCHOOL FOOD SERVICE – JULY 7, 2026." All bids arriving after this date and hour will be returned unopened to the bidders. The responsibility for timely delivery rests solely with the bidder. Bids delayed through any means of delivery service and arriving after the deadline will not be accepted and returned unopened to bidder. No bid may be withdrawn for at least thirty (30) days after the scheduled closing time for receipt of bids.
2. Bids may be sent via registered or certified mail, UPS or FedEx with a return receipt requested, hand delivered by bidder or his/her agent in which instance the deliverer shall be provided a written receipt.
3. Alternatively, bidders also have the option to submit bids electronically @ www.centralbidding.com.
4. You may find related materials including detailed specifications necessary to complete your bid @ Please find bid related materials and place electronic bids @ www.centralbidding.com and/or www.stpsb.org/bids.
5. At the time set for the opening of bids, their contents will be publicly opened and read aloud for the information of bidders and others properly interested who may be present in person or by representative.
6. Sales Tax IS NOT to be included in your bid price. St. Tammany Parish School Board is exempt from sales tax as provided by LA R.S. 47:301(8)(c). Sales tax exemption only applies to purchases between St. Tammany Parish School Board and the contractor/vendor. Sales tax exemption does not apply to purchases made directly by the contractor/vendor to other companies on behalf of the school board. Those purchases are not sales tax exempt.
7. All prices shall include inside delivery charges and any handling fees to the St. Tammany Parish Public School Cafeterias. **Items must be delivered to and signed for by the school Cafeteria Manager or authorized cafeteria representative, not the school's front office.** Prices shall be valid upon bid award and ending June 30, 2027.
8. Bidders may bid on one item only, all items, or any combination of items. **Bidders shall offer only one brand and price for each line item bid.** Vendor is responsible for indicating unit size, units per case, price per unit, and a per case price and total price for each item bid. If there is any discrepancy between the price per unit and the price per case extension and/or the total price, the unit price shall be considered binding and the case price and/or total will be adjusted accordingly. If bidding equipment other than that specified, bidder shall include **descriptive literature or manufacturer(s) specification sheet and state alternate brand and model number of item being bid.**
9. ALL BIDS SHALL BE ACCOMPANIED BY BID SECURITY IN THE FORM OF A BID BOND, CERTIFIED CHECK, CASHIER'S CHECK, OR MONEY ORDER IN THE AMOUNT OF FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF THE BID. BIDS WILL NOT BE CONSIDERED UNLESS THE REQUIRED BID BOND OR CHECK IS ATTACHED.

10. **If submitting bid electronically, then bid security must be in the form of an original, fully, executed bid bond only.** A copy of the fully, executed bid bond must be included in your bid documents and the original bid bond must be received by the St. Tammany Parish School Board Office within 48 hours of the bid opening. No cashier's check, certified check or money order will be accepted for **an electronic bid.** **Failure to comply will cause your bid to be non-responsive.**

11. A Performance Bond in the total amount of the orders, which will be based on the estimated quantities given, will be required from the successful bidder(s) prior to orders being placed.

12. Successful bidder must consent to and yield to the exclusive venue and jurisdiction of the 22nd Judicial District Court for the Parish of St. Tammany, and waive any and all claims of entitlement to removal of any case from this jurisdiction, including any removal to any Federal Court, in connection with any proposal or bid.

13. School Food funds may be used to make purchases from this bid. As such, Contract Provisions for Procurement Contracts will be applicable and shall be considered part of the bid documents.

14. The attached Certification Regarding Debarment/Suspension, Certificate of Independent Price Determination, Certificate Regarding Lobbying, Disclosure of Lobbying Activities, Non-Collusion Statement and the Firearm Anti-Discriminatory Act 581 Form must be completed and returned with your bid. **Failure to comply will cause your bid to be non-responsive.**

15. The quantities listed on the bid form are estimates based on purchases made during the 2025-2026 school year. The estimates do not indicate the actual quantity that will be ordered. Actual requirements may be more or less than the quantities listed. The awarded bidder(s) will be required to fill all orders placed regardless of the estimated quantity shown. **Items bid with minimum order quantities will not be considered.**

16. **Samples, where called for, must be submitted with bid. All samples shall be delivered to the St. Tammany Parish School Board, Attn: Purchasing Department, 321 N. Theard Street, Covington, LA 70433. Each sample shall be labeled with bidder's name, bid number, bid line number and item number, name brand, model number and manufacturer brand. Samples submitted must be the exact product(s) to be delivered should the bid be awarded (i.e. color, size or thickness).** Bidders will be notified when samples can be picked up after evaluation.

17. **If bidding items other than that specified, samples submitted must be the exact product(s) to be delivered should the bid be awarded. (i.e., color, thickness, size, etc.)** Complete manufacturer(s) specification sheet and/or descriptive literature and catalog cuts must be submitted with sample(s). Bidders will be notified when samples can be picked up after evaluation. **Failure to submit samples and manufacturer(s) specification sheet and/or descriptive literature may be sole cause for rejection of bid.**

18. Supply Orders, for each school, shall originate from the school food service department at **Central Office.** **Back orders will not be accepted.** In no event shall delivery be made without proper authorization from the **Central Office.** Vendors shall not accept orders from individual school employees. Only orders for St. Tammany Parish School Board use with payment of all invoices to be made using School Board funds shall be allowed. Selling to individual school employees shall be cause for the immediate cancellation of all items awarded to the violating vendor. The next low bidder(s) will then be awarded these items.

19. Each vendor's invoice shall be signed after the merchandise has been checked in by an authorized cafeteria representative. The driver shall not leave without the invoice signed. Invoices for the items delivered shall be submitted by the vendor in duplicate to the place of delivery. Customer copy shall be original with a unique invoice number. Invoice number shall not be repeated for a minimum of three years. Invoice shall reflect brand and item code of product delivered. Invoices shall accompany each delivery - **NO EXCEPTIONS.** Vendors shall not submit invoices directly to St. Tammany School Food Service.

20. Statements must be sent to C.J. Schoen Administrative Complex, Attn: School Food Service Dept., 321 North Theard Street, Covington, LA 70433, for one (1) calendar month of deliveries. Ship dates and invoice dates are not to be used as delivery dates. Payment will be due 30 days from date of statement.

21. The successful bidder(s) shall furnish a Certificate of Insurance within fifteen days after award of bid but prior to start of service. Certificate should provide for:

- a. Comprehensive General Liability - \$1,000,000.00 combined single limit. Coverage to include premises, operations, contractor's protective liability, products and completed operation, contractual liability.
- b. Comprehensive General Automobile Liability Insurance with minimum limits of Bodily Injury - Each Person \$1,000,000.00, Bodily Injury - Each Occurrence \$1,000,000.00, Property Damage - Each Occurrence \$1,000,000.00. Coverage shall be written to include all owned, non-owned and hired vehicles.
- c. Workers Compensation - State of Louisiana, Employer's Liability, Statutory requirements \$1,000,000.00.

22. It is the intent of the specifications to invite bids on high quality merchandise. Mentioning a brand, manufacturer, and number is done only to establish the standard or quality desired. It is not the intent to eliminate brands of equal quality but instead to set forth and convey to prospective bidders the general style, type, character and quality of the product desired.

23. The School Board reserves the right to select a higher priced item where, in the judgment of the School Board, such item is of superior quality or design or would be more suitable for the purpose intended. The School Board further reserves the right to adjust quantities by increasing or decreasing and to reject any and all bids.

24. The School Board reserves the right to obtain clarification of a vendor's bid or to obtain additional information necessary to properly evaluate their bid. Failure of a vendor to respond, within forty-eight 48 hours, to such a request for additional information or clarification may result in rejection of the vendor's bid.



FRANK J. JABBIA
Superintendent

**ST. TAMMANY PARISH SCHOOL
BOARD COVINGTON, LOUISIANA**

SPECIFICATIONS/BID L289 FORM – SUPPLIES (OTHER THAN FOOD)

BID OPENING DATE: July 7, 2026

BID PRICES FIRM FROM: August 3, 2026 TO: June 30, 2026

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
		<u>FOODSERVINGPRODUCTS</u> (PROCESSING ITEMS)								
1	7000	BAG, Brown, Size 6#	B&HBH-B06; Ross & Wallace 6# Natural; Inteplast IG-KRFTP6#	500 packs (500/pack)						
2	7088	BAG, French Fry, White Paper, 5.5" X 1" X 4" , Open Top, Made from Grease Resistant Paper	Fischer#606	500 packs (1,000/pack)						
3	7005	BAG, Sandwich, white paper, 7"x6-1/2" , open top. Made from Grease Resistant Paper	FischerFPP-508	300 boxes (1,000/box)						
4	7007	BAKING CUPS, white, premium-grade, dry, wax treated paper, size: Blank 4-1/2", Bottom 2", Wall 1-1/4"	Royal RP-200-45	10 cases (10,000/case)						
5	7010	CUPS, Soufflé, paper, wax treated, 2 oz. size	Dart/Solo200-2050; Genpak F200	30 cases (5,000/case)						
6	7011	CUPS, Soufflé, paper, wax treated 4 oz. size.	Genpak F400; Dart/Solo 400-2050	40 cases (5,000/case)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
7	7012	CUPS, Soufflé, paper, wax treated 5.5 oz. size.	GenpakF550; Dart/Solo 550-2050	50 cases (5,000/case)						
8	7014	*CUPS, Insulated, Styrofoam, EPS(Expanded Polystyrene) , Flush Filled, 16 oz.	Dart 14J16	15 cases (1,000/case)						
9	7026	*LIDS, HIPS, (High Impact Poly- styrene) , translucent, Straw Slot to fit 12, 14, 16 oz. Styrofoam Flush Filled Cup	Dart 16SL	10 cases (1,000/case)						
10	7013	*CUPS, Insulated, Styrofoam, EPS(Expanded Polystyrene) , Flush Filled, 10 oz.	Dart 10J10	125 cases (1,000/case)						
11	7024	*LIDS, HIPS, (High Impact Polystyrene) , Translucent, Straw Slot to fits, 6-10 oz.	Dart 12SL Dart 10SL	50 cases (1,000/case)						
12	7015	*CUPS, Insulated, Styrofoam, EPS(Expanded Polystyrene) , Flush Filled 6 oz.	Dart 6SJ12	150 cases (1,000/case)						
13	7027	*LIDS, HIPS, (High Impact Polystyrene) , White , Vented to fit , 6 -12 oz. Styrofoam Flush Filled Cup	Dart 12JL	100 cases (1,000/case)						
14	7060	*CUPS, Insulated, Styrofoam, EPS(Expanded Polystyrene) , Flush Filled, 4 oz.	Dart 4J6	96 cases (1,000/case)						
15	7061	*LIDS, White , Vented, HIPS, (High Impact Polystyrene) , to fit 6 oz.	DART 6JL	75 cases (1,000/case)						
16	7009	*CUPS, Clear , Plastic, PET, (Polyethylene Teraphthalate) , Crack- Resistant , Cold Cup 10 oz.	DART/Solo TP10D	20 cases (1,000/case)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
17	7025	*LIDS, Clear , 9-10 oz. PET (Poly-Ethylene-Terephthalate) , Plastic, Straw Slotted to fit #7009,	DART/Solo 610TS	20 cases (1,000/case)						
18	7072A	*CUPS, Soufflé, PP, Clear, (Polypropylene) , 1 oz.	DART 100PC; Pactiv YS100; Daxwell E10002049	25 cases (2,500/case)						
19	7073	*LIDS: PET, (Polyethylene Teraphthalate) , Clear , to fit 1 oz. Soufflé cup	DART/Solo PL100N; Daxwell E10004468	20 cases (2,500/case)						
20	7068A	*CUPS, Soufflé, Translucent , High Impact, (Polystyrene) 1.5 oz.	Pactiv YLS1FR; Dart/Solo P150N	100 cases (2,500/case)						
21	7069A	*LIDS clear, to fit 1.5 – 2.5 oz. Soufflé cup. PP, (Polypropylene)	Pactiv YLS2FR; Dart/Solo PL2PP	50 cases (2,500/case)						
22	7062A	*CUPS, High Impact, (Polystyrene), Soufflé, portion, Translucent , 4 oz.	Dart/Solo P400N; Pactiv YS400;	75 cases (2,500/case)						
23	7063A	*LIDS, clear , plastic, (Polypropylene) to fit 3.25 – 5.5 oz. soufflé cup	SoloPL4N; Pactiv YLS3FR	50 cases (2,500/case) or (3000/case)						
24	7040A	*CUPS, Portion, HIPS (High Impact Polystyrene) Plastic, translucent , 5.5 oz.	Pactiv YS550; Dart/Solo P550N; Daxwell E100044771	300 cases (2,500/case)						
25	7041A	*LIDS, clear , plastic to fit 5.5 oz. (Polyethylene) soufflé cup	Pactiv YLS5FR; Dart/Solo PL4N Daxwell E10004470	100 cases (2,500/case)						
26	7064	GLOVES: Vinyl, disposable, clear, powder free , Medium size.	Ambitex #VMD5201; Daxwell F10001748	5 cases (100 per box & 10/case)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
27	7065	GLOVES: Vinyl, disposable, clear, powder free , Large size.	Ambitex #VLG5201; Daxwell F10001750	10 cases (100 per box & 10/case))						
28	7080	GLOVES: Plastic, disposable, texturized style , clear (Food Serving Line), Small size.	Inteplast IG-GLSmall; Daxwell #F10000444	200 cases (10-100/case)						
29	7023	GLOVES: Plastic, disposable, texturized style , clear (Food Serving Line), Medium size	Ambitex #TI-PMD6501; Inteplast IG-GL Large; Daxwell F10000442	300 cases (100 per box & 10/case)						
30	7022	GLOVES: Plastic, disposable, texturized style , clear (Food Serving Line), Large size	Ambitex #TI-PLG6501; Inteplast IG-GLLarge; Daxwell F10000443	300 cases (100 per box & 10/case)						
31	7017	FLATWARE: Forks, white, medium wt. polystyrene .	Daxwell A10001389; Wallace #B540	200 cases (1,000/case)						
32	7018	FLATWARE: Teaspoons, white, medium wt. polystyrene .	Daxwell A10001390; Wallace #3542	100 cases (1,000/case)						
33	7021	FLATWARE: Spork, plastic, medium wt. polypropylene (approx. 2.75 grams), Min. 6"L	Wallace#3647	2000 cases (1,000/case)						
34	7031	NAPKINS: dispenser type, 12"x17" size for horizontal feed, white .	Tork D802A	225 cases (6,000/case)						
35	7028	NAPKINS: Dixie Ultra Brown Interfold 2-ply Dispenser Napkins, 6000 count , Napkin Open (WxL) 6.5" x 9.9" (Dispenser furnished free)	Georgia Pacific #32019	800 cases (6,000/case)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
36	7058H	PLATE: 9" round , 3 - compartment, molded fiber blend, (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED) (Used in High Schools Only)	Dart 9FBRP3	500 cases (400/case) or (500/case)						
37	7034	SANDWICHWRAPS: Deli Paper, Interfolded Regular Dry Wax. 12"x10-3/4", white	Durable SW-12; Bagcraft 011012	250 boxes (500/box)						
38	7078	SANDWICHWRAP: DryWax, Red Checkerboard, 12x12	Durable FP1212RD Bagcraft 300317	10 cases (1,000/case)						
39	7035	HEAVY DUTY, ALUMINUM: Foil Sheets, Pop-Up, 12"x10-3/4"	Western Plastics WP-634; Daxwell J10003028	250 boxes (500/box)						
40	7037A	STRAWS: 7-3/4" straw, giant wow, wrapped, 1/4" opening (for smoothies) (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	D&W DSGW24-300T; Cardinal CARD-510025; AmerCare STN JM 1970703	40 cases (7,200/case) OR 12,000/case)						
41	7071	SERVING BOWL: Styrofoam, black , 10- 12oz. (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Dart DA-12BWBQ	150 case (1,000/case)						
42	7042A	SERVING TRAYS: 6-compartment, foam (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED) (Emergency Use Only)	FST 6500; Pactiv PT-YTH106XHSGBX	1,500 cases (500/case)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
43	7042H	SERVING TRAYS: 5-compartment, molded, fiber-blend, sturdy and soak-resistant, grease and water resistant. (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED) (Used in High Schools Only)	Pactiv/Earth Choice M510SLT or Pactiv/Earth Choice MC58000SBB	500 cases (240/case) or (250/case)						
44	7048	SERVING TRAYS: Lunch Box, shallow, clear, 8.14" x 5.84" x 2.67" , 10 mil OPS	PolarPak/Atrium 02010	150 cases (500/case)						
45	7066	SERVING TRAYS: Hinged Hot Dog container, small, 7.2" x 4.12" x 2.66" , 12.5 mil OPS	PolarPak/Atrium 02452	25 cases (250/case)						
46	7076	SERVING TRAYS: clear, oriented polystyrene, 3 Compartment with hinged lid, for Grab n Go, 8-5/16" x 8-5/16" x 3"	Dart C90PST3	10 cases (250/case)						
47	7046	TRAYS: Paper, Food Tray, Made with Premium Clay Coated paperboard , #50, Base dimensions: 3.875" L x 3.75" W	SQP #8150; SQP #8708	100 cases (1,000/case)						
48	7043	TRAYS: Paper, Food Tray, Made with Premium Clay Coated Paperboard, Red Plaid , #100, .933 cube, 1,000 ct. , Base dimensions: 4.5" L x 2.25" W	SQP #8151; SQP #8701	750 cases (1,000/case)						
49	7044	TRAYS: Paper, Food Tray, Made with Premium Clay Coated Paperboard, Red Plaid , #300, .989 cube, 500 ct. , Base dimensions: 5.625" L x 3.375" W	SQP #8153; SQP #8703	5,000 cases (500/case)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
50	7039	SERVING TRAYS: 3-compartment, Styrofoam, White Hinged, approx. size 9" X 9" X 3.3" (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Pactiv YTD19903Econ; Dart95HT3; Genpak 20310	100 cases (150/case)						
		<u>FOOD STORAGE PRODUCTS</u> (PROCESSING ITEMS)								
51	7003	BAGS: Quart size, 6-1/2"x8" freezer storage with ties , plastic, food safe, high density, FDA approved. (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Elkay BOR75658 Food Handler #22- FS069	175 cases (2,000/case)						
52	7002	BAGS: Gallon size, 10"x14" freezer storage with ties , plastic, food safe, high density, FDA approved. (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Food Handler #22- FS10; Elkay #BOR1014HD	200 cases (1,000/case)						
53	7006B	BAGS: Sandwich size, 6-1/4"x5-1/2"x2-1/8" flip top closure, plastic, food safe, low density, FDA approved. (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Elkay #H06S	100 cases (1,500/case)						
54	7001	COVER: Bun Pan, size 21"x35" .6 mil. Minimum, high density storage bag with twist ties , freezer and warmer safe (use to cover and/or store food items)	Elkay#BOR21635	500 cases (200/case)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
55	7004	COVER: Bun Pan Rack, size 52"x80" , .15 mil. Minimum, high density storage bag with twist ties , freezer and warmer safe (use to cover and/or store food items)	Elkay#BOR5280	175 cases (50/case)						
56	7016	PLASTIC FILM: 24" WIDE. Length: <u>2,000</u> ft. (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Reynolds: RY916M Western Plastics: WP-142; Inteplast FSW2402K	300 rolls (2,000'/roll)						
57	7019	FOIL: aluminum standard weight, commercial size, 18" wide. Length: <u>1,000</u> ft. (SAMPLE MUST BE SUBMITTED WITH BID)	Daxwell J10003335; Reynolds RY615 Western Plastics: WP-282	125 rolls (1,000'/roll)						
58	7032	PAPER PAN LINER: 16-3/8" x 24-3/8" , Parchment paper pan liner for use in temps up to 400°, moisture resistant, grease resistant.	Handy Wacks PL25-1 Georgia Pacific L010; Durable QPL-25	15 cases (1,000/case)						
59	7033	PAPER: Butcher, 18" wide. Length: <u>1,000</u> ft.	B&H BH-CB1810; Ross & Wallace BP18C	150 rolls (1,000'/roll)						
60	7038	TAPE: masking, minimum 2"x 60-yard roll	TYCO TY-700162	200 packs (6 rolls/pack)						
		CLEANING PRODUCTS (NON-PROCESSING ITEMS)								
61	7500	APRON: Large, disposable, plastic bib style, embossed texture (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Tradex P28462	200 cases (500/case)						

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62	7525	MASK: molded surgical, with elastic strap (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	HOS Specialty HO-BP-N1000	10 cases (50/case)						
63	7524	HAIR NET: 100% Nylon netting, fire retardant, Latex Free. Light Brown, 28" (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Royal RPH144LTB28; Rofson 1091-28LTB	75 boxes (144/box)						
64	7502	BLEACH: minimum 5% chlorine, 1 gallon size	Sure Clean; Clorox; Pure Brite # SBC-HCL917	50 cases (6-1 gal./case)						
65	7506	CLEANER: ALL PURPOSE, All-purpose spray and glass cleaner, 3-in-1 spray cleaning formula allows streak free cleaning and disinfecting.	Proctor & Gamble PG-032535	150 cases (2-1 gal./case)						
66	7508	CLEANER: FREEZER, ready to use, alcohol based cleaner for use in walk in freezer.	Freeze Kleen, Artic Destroyer EF-5263	15 cases (4-1 gal./case)						
67	7507	CLEANER: DEGREASER, FLOOR, Dual surfactant system emulsifies greasy soils and suspends them so they can be removed.	Proctor & Gamble PG-31569	150 cases (3-1 gal./case)						
68	7555	CLEANER: Disinfectant, 2-in-1 all-purpose cleaner, heavy-duty detergent w/bleach RTU bottle w/foil seal. Contains no abrasives. Effective against Norovirus.	Comet PG-30314	75 cases (8-32 oz./case)						
69	7509B	CLEANER: Grill and Oven, ready to use, degreaser, non-fuming, for deep fryers and ovens	Auto-Chlor G.O.K.; Hitech EJ-5502	30 cases (6-1 qt./case) or (4-1 gal./case)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
70	7510	CLEANER: OVEN, aerosol, 24 oz.	Easy-Off REC- 04250	100 cases (6-24 oz./case)						
71	7511	CLEANER: POT, Powder	Bar Keepers Friend BKF-11514CT	25 cases (12-21 oz./case)						
72	7535	*CLEANER: SINK, POT & PAN SOAP, Dish detergent, fights grease, leaving squeaky-clean pot, pans and dishes. Long lasting suds reduce sink changeover.	Proctor & Gamble PG- 31568/57446	350 cases (4-1 gal./case)						
73	7536	*CLEANER: SINK, POT & PAN QASOLUTION, Sanitizer, non-rinse for third sink sanitizing of dishes and hard (non-porous) surfaces. ***Vendor must provide, Free, Auto Proportioning System equipment and service along with free bottles, triggers & labels*** Estimated equipment needed, Fifty-Four (54). Successful bidder must provide equipment prior to schools first (1st) delivery.	Proctor & Gamble PG- 07534	300 cases (3-1 gal./case)						
74	7547B	CLEANER WASHING MACHINE: Detergent, powder, 25 lb. box , Lemon Scent, Does Not Contain Phosphates	Hi-Tech #EJ- ECO003	20 boxes (25 lb./box)						
75	7504	CLEANING TOOL: BROOM, parlor, 100% corn on a 7/8" handle, bristle length 17½", overall length 56 ½".	Royal Broom #RB-9904	25 each						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
76	7503	CLEANING TOOL: BROOM, angle, large, 12" wide , with polypropylene bristles & 48" metal handle. (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Royal Broom #RB-MB463	125 each						
77	7513	CLEANING TOOL: * DECK BRUSH, commercial bi-level deck scrub brush. Polypropylene fibers, 10"	Rubbermaid #6337blu	10 each						
78	7514	CLEANING TOOL: * HANDLE for deck brush, 60"x15/16" metal thread lacquered hardwood handle.	ABCO AB-01104	10 each						
79	7523A	GLOVES: Medium size, rubber, lined with knitted cotton, 15 mil medium weight: (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Ambitex #LMD-6500	40 pairs						
80	7522A	GLOVES: Large size, rubber, lined with knitted cotton, 15 mil medium weight: (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Ambitex #LLG-6500	20 pairs						
81	7521A	GLOVES: Medium size, chemical resistant, Nitrile, Textured, 22 mil, 18", Green	NTL2218MD/HDG Johnson JW1723-10	5 pairs						
82	7520A	GLOVES: Large size, chemical resistant, Nitrile, Textured, 22 mil, 18", Green	NTL2218LG/HDG Johnson JW1723-11	5 pairs						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
83	7526	MOP BUCKET: 35QT , Splash Guard, 3" non-marking casters, Yellow	Continental 335-3YW; Odell MBW35Y	2 each						
84	7527	MOP BUCKET WRINGER: Fits 26, 35 & 44 QT. Splash Guard Side-Press Wringer, For 12-32 oz. mops, Yellow	Continental SW12YW; Odell SP100	2 each						
85	7552	MOP BUCKET: COMBOWITH SELF DRAINING SPIGOT, 35QT, Splash Guard, Side-Press, Yellow, 3" non-marking casters	Continental 336-312YW; Rubbermaid 2031764	5 each						
86	7528	MOP HANDLE: wood, 60" clamp on type.	Continental #A70602; ABCO 01207NB	30 each						
87	7529	MOP HEAD, wet mop, 20 oz. cotton , clamp on type (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Continental #A430020; Nexstep O'Cedar 97157	60 each						
88	7505	BUCKET, Kleen-Pail, 6 qt., Red , used for sanitizing solutions	San Jamar SJ-KP196RD	75 each						
89	7536A	SANATIZER STRIPS , QT10; Easy to use, pre-cut for measuring concentration of quaternary ammonia	ECOLAB # 92682245 HYDRION	110 Vials (100/pack)						
90	7533	SCOURING PAD: w/soap , large, 4" X 4" ; (SUBMIT SAMPLE WITH BID IF BIDDING OTHER THAN AS SPECIFIED)	Continental Brillo Hotel Size #W240000	600 cases (12-10/case)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
91	7534	SCOURING SCRUBBER: stainless steel.	Chore Boy; ACS-434PP; Disco#D104	200 Dozen (12 dozen)						
92	7532	SCOURING PAD: Green medium duty scouring pad 6"x9"	Americo #90-96; ACS-S096	50 cases (6-10/case)						
93	7541	*SQUEEGEE, floor, 22" , dual blade moss for use on uneven floor surfaces. Frame and handle socket made of heavy duty galvanized steel.	Rubbermaid RM-9C2700BIA	25 each						
94	7548	*HANDLE, With 60" comfort grip handle , to be used with above squeegee.	ABCO AB-01113	20 each						
95	7518	GARBAGE LINERS: indicate count per box: 38"x58", 1.0 mil , Box Type, Heavy Weight. (NOTE: SAMPLE MUST BE SUBMITTED WITH BID. INCLUDE A FULL CASE UNOPENED & PROPERLY MARKED)	Inteplast #SL-3858120K	2,000 cases (100/case)						
96	7519	GARBAGE LINERS: indicate count per box: 40"x46", 1.0 mil , Box Type, Heavy Weight. (NOTE: SAMPLE MUST BE SUBMITTED WITH BID. INCLUDE A FULL CASE UNOPENED & PROPERLY MARKED)	Inteplast #SL-4046120K	500 cases (100/case)						
97	7549	SOAP: Foaming, Anti- Bacterial Skin Cleanser, Factory sealed bags (Dispenser furnished free)	Betco BC-75129	100 cases (6-1000 ml bags/case)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
98	7545	TOWELS, Paper, hand towel, unbleached, 9.1"x10.3" , single fold.	Tork SK1850A; Cascades CTG-H165	150 cases (4,000/case)						
99	7542	PAPER TOWEL, Roll, 2 ply (Indicate size of roll) _____	Sofidel410136; Tork HK1975A;	150 cases (30-85 sheet rolls/case)						
100	7543	TOWELS, Paper, 9.1"x9.5" , multifold.	Tork MK-520A; Nittany NP- MFN4000	100 cases (4,000/case)						
101	7544	TOWELS, Roll, Kraft paper, 7.75" - 8" wide, 350 ft. roll, 12 roll/case	Tork SCA-RK350A Hitech EJDP350HN	500 cases (12-350' rolls/case)						
102	7546	DISPENSER, HandTowel Roll, Lever Auto Transfer, Smoke, 15.5H x 12.94 x 9.25D	GeorgiaPacific GP- 54338; Tork 84TR	5 each						
103	7553	TOWELS, Cleaning Towel, Antimicrobial, OdorResistant, ¼ Fold; Unfolded size: 13"x24" (For use with chemical sanitizers)	Tork #192193	50 boxes (150/box)						
		<u>CATERING SUPPLIES</u>								
104	7051A	TRAYWITH LID, Black Plastic , Smart Lock, Flat Tray with 18" dia. Clear APET Caterware Dome Lid	Pactiv -9818K	2 case (50/case)						
106	7067	CUPS, Translucent, 12oz.	Genpack VW 12TR; Dart Y12S	1 case (1,000/case)						
107	7052	ALUMINUMSTEAMTABLE PAN – Deep, Full Size, 50 ct.	WesternWP5130P	2 cases (50/case)						
108	7053	ALUMINUMSTEAMTABLE PAN – Deep, Half Size, 100 ct.	WesternWP5132P	1 cases (100/case)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
109	7054	CUTLERY - Wrapped Cutlery Kits. Heavyweight Polystyrene Fork, Knife, Teaspoon, 250 ct., black	DixieCH56C7, WallaceWAI-3739	5 cases (250/case)						
110	7055	NAPKINS, 2 PLY white dinner napkins 15"x16.25" , 3000 ct.	TorkNP310A;Value Essentials ND2; Nittany Paper NP-DN15172P	3 cases (3,000/case)						
111	7058	TRAY, Foam, China, 3-compartment, foam laminated, 10" minimum, 500 ct.	Dart#10CPWQ; GenPakLAM13	3 cases (500/case)						
112	7086	FUEL, CHAFING: Catering, burns 6 hours, Stem Wick	Sterno SB-10102	2 case (24/case)						
		<u>DISHMACHINE CHEMICALS</u>								
112	7515	*CLEANER DISHMACHINE: DETERGENT: Concentrated, Heavy Duty Alkaline liquid detergent designed for Institutional Dishwashing Machines, Non-Abrasive, quickly breaks down food soils, grease and oils, Non-Flammable, Kosher approved. Packed: 1/ 5 Gallon Jug (NOTE: DELIVERY INCLUDED IN PRICE)	Auto-Chlor #146	60 jugs (5 gallons each)						
113	7516	*CLEANER DISHMACHINE: RINSE AID: Concentrate, High Active Rinse Additive for use in Institutional Dishwashing Machines, Ideal for all soil loads and water harness conditions, Non-Flammable. Packed: 1/ 5 Gallon Jug (NOTE: DELIVERY INCLUDED IN PRICE)	Auto-Chlor #206	60 jugs (5 gallons each)						

FOOD SERVICE SUPPLIES BID

BID LINE	STOCK #	ITEM/SPECIFICATION	APPROVED BRAND	ESTIMATED QUANTITY	OR EQUAL BRAND	UNIT SIZE	UNITS PER CASE	PRICE PER UNIT	PRICE PER CASE	TOTAL PRICE
114	7517	*CLEANER, DISHMACHINE: SANITIZER (CL): Concentrate, General Purpose, for Low Temperature Dishwashing Machines, Designed for use in Mechanical or Hand Dishwashing Operations. Biodegradable and EPA Registered, Non-Flammable. Packed: 1/ 5 Gallon Jug (NOTE: DELIVERY INCLUDED IN PRICE)	Auto-Chlor #266	60 jugs (5 gallons each)						

NOTE: FOR BID LINE #112, 113 & 114, ITEMS WILL BE ORDERED IN BULK FROM SCHOOL FOOD SERVICE @ CENTRAL OFFICE. DELIVERED TO ONE (1) AGREED UPON WAREHOUSE LOCATION AND UP TO THREE (3) TIMES PER YEAR.

MATERIAL SAFETY DATA SHEETS (MSDS) MUST BE PROVIDED WITH BID SUBMITTAL ON ALL CLEANING PRODUCTS & DISHMACHINE CHEMICALS.

THE FOLLOWING BID LINE ITEMS WITH AN * ASTERIK WILL BE AWARDED ON AN “ALL OR NONE” BASIS:

LINE *ITEMS 8 AND 9; ITEMS 10 AND 11; ITEMS 12 AND 13; ITEMS 14 AND 15; ITEMS 16 AND 17; ITEMS 18 AND 19; ITEMS 20 AND 21; ITEMS 22 AND 23; ITEMS 24 AND 25; ITEMS 72 AND 73; ITEMS 77 AND 78; ITEMS 93 AND 94; ITEMS 112, 113 AND 114.

NOTE: VENDOR IS RESPONSIBLE FOR INDICATING UNIT SIZE, UNITS PER CASE, PRICE PER UNIT, PRICE PER CASE AND A TOTAL PRICE FOR EACH ITEM BID. BIDDERS SHALL OFFER ONLY ONE BRAND AND PRICE FOR EACH LINE ITEM BID. ITEMS BID WITH MINIMUM ORDER QUANTITIES WILL NOT BE CONSIDERED.

PRODUCT/ITEM SPECIFICATIONS: If a brand listed as approved does not meet the printed item/specification or if a product is found to be unavailable from any manufacturer, the SFS requests that the bidder bring this information to their attention immediately.

NOTE: If bidding items other than that specified, samples must be the exact product(s) to be delivered should the bid be awarded. (i.e., color, thickness, size, etc.) Complete manufacturer(s) detailed specification sheet and/or manufacturer(s) descriptive literature must be submitted with sample(s). Manufacturer specifications sheet and/or descriptive literature must list BID LINE #, STOCK #, ALTERNATE BRAND AND MODEL #. Failure to submit samples, manufacturer(s) specification sheet and/or descriptive literature and catalog cuts may be sole cause for rejection of bid.

SAMPLES: Samples, where called for must be received before 2:00 p.m., Tuesday, July 7, 2026. Samples must be the exact product(s) to be delivered should the bid be awarded. (i.e., color, thickness, size, etc.) Bidders will be notified when samples can be picked up after evaluation. **Failure to provide requested sample(s) within specified time may be sole cause for rejection of bid.**
NOTE: FOR BID LINE ITEMS 95 & 96 SAMPLE CASE MUST BE UNOPENED AND IN ORIGINAL MANUFACTURER'S PACKAGE.

BID PRICE: The unit price for all items shall include inside delivery charges and any handling fees to all St. Tammany Parish Public School Cafeterias. Bids must be submitted on the attached bid form. Bidders may bid on one item only, all items, or any combination of items. **Bidders shall offer only one brand and price for each line item bid.** If there is any discrepancy between the price per unit and the price per case extension and/or the total price, the unit price shall be considered binding and the case price and/or total will be adjusted accordingly. Prices shall be valid upon bid award and ending June 30, 2026.

SIZE/PACK: The size stated in the specifications represents the approximate size desired. **Actual pack, size, etc. shall be clearly stated on the bid form by the vendor.**

SAMPLES: Samples, where called for, must be submitted with bid. All samples shall be delivered to the St. Tammany Parish School Board, Attn: Purchasing Department, 321 N. Theard Street, Covington, LA 70433. Each sample shall be labeled with bidder's name, bid number, bid line number and item number, name brand, model number and manufacturer brand. Samples submitted must be the exact product(s) to be delivered should the bid be awarded (i.e. color, size or thickness).

CLARIFICATION OF BID: St. Tammany Parish School Board reserves the right to obtain clarification of a vendor's bid or to obtain additional information necessary to properly evaluate their bid. Failure of a vendor to respond, within forty-eight 48 hours, to such a request for additional information or clarification may result in rejection of the vendor's bid.

ERRORS: Errors and corrections in bid price or in preparation of bid must be initialed by bidder in ink. No corrections by use of correction fluid is allowed.

TIE BIDS: In the event of a tie bid, bid award will be decided by the flip of a coin.

BID AWARD: Award shall be made to the lowest responsible and responsive bidder(s) who best meets the terms, conditions, instructions, specifications of the bid and most advantageous to the STPSB Child Nutrition Program.

NOTICE OF ACCEPTANCE: Written notice of the bid award, mailed to the address given on the vendor's bid, will be considered sufficient notice of the acceptance of bid.

BID or RFP PROTEST PROCEDURES: Any protest to the award/rejection of a bid or proposal must be submitted in writing to Supervisor of Purchasing, 321 N. Theard Street, Covington, LA 70433 within one (1) week from receipt of award/rejection letter.

ORDERS FOR SUPPLIES: Orders shall originate from the school food service department at **Central Office**. **Back orders will not be accepted.** In no event shall delivery be made without proper authorization from the **Central Office**. Vendors shall not accept orders from individual school employees. Only orders for St. Tammany Parish School Board use with payment of all invoices to be made using School Board funds shall be allowed. Selling to individual school employees shall be cause for the immediate cancellation of all items awarded to the violating vendor. The next low bidder(s) will then be awarded these items.

NOTE: The quantities listed are estimates **only**. The estimates do not indicate the actual quantity that will be ordered. Actual requirements may be more or less than the quantities listed. The awarded bidder(s) will be required to fill all orders placed regardless of the estimated quantity shown. **Items bid with minimum order quantities will not be considered.**

MINIMUM DELIVERY REQUIREMENTS: There are no minimum delivery requirements, but orders must be placed sufficiently in advance to permit the vendor to coordinate his deliveries.

DELIVERIES: The bidder must agree to deliver to all St. Tammany Parish Public School Cafeterias and not just to those of his choice. Brand and code stated by vendor on the bid form must be the brand and code delivered. **Items must be delivered to and signed for by the school Cafeteria Manager or authorized cafeteria representative, not the school's front office.**

INABILITY TO DELIVER AWARDED ITEM: The vendor should give IMMEDIATE NOTICE to the School Food Service Department, Cassandra Lalanne, (985) 898-3376, of inability to deliver. **The School Board reserves the right to cancel the portion which has not been delivered and/or to purchase it elsewhere, charging the increase in price and cost of handling, if any, to the vendor. Until such assessed charges have been paid, no subsequent Bid/Quotation/RFP from defaulting vendor will be considered.**

DEFAULT TO DELIVER AND PRICE CORRECTION: The School Food Service Department reserves the right to cancel that portion of the order which the vendor has failed to deliver at the time specified. Vendor is responsible for issuing a credit memo or corrected invoice.

COST/PRICE ANALYSIS: The estimated value of this bid is \$490,000.00. This is an estimated value and St. Tammany Parish will not be held to this dollar value.

FUNDING: The St. Tammany Parish School Food Service Program is funded fifty (50) percent with federal funds for a total of approximately \$22 million per year.

FISCAL FUNDING: In the event funds are not budgeted or appropriated in any fiscal year for payments due under this awarded bid for the then current or succeeding fiscal year, this awarded bid shall impose no obligation on STPSB as to such current or succeeding fiscal year, and said awarded bid shall become null and void, and no right of action shall accrue to the awarded bidder, its successors or assigns for any further payments.

PIGGYBACK PROVISION: The St. Tammany Parish School Board will allow up to ten (10) other school systems within Louisiana to purchase items awarded on this bid at the same prices and with the same terms and conditions. If another school system wants to request a "piggyback" on this bid, they will be required to get permission from the St. Tammany Parish School Board and from the awarded vendor prior to submitting

an order.

INVOICES: Each vendor's invoice shall be signed after the merchandise has been checked in by an authorized cafeteria representative. The driver shall not leave without the invoice signed. Invoices for the items delivered shall be submitted by the vendor in duplicate to the place of delivery. Customer copy shall be original with a unique invoice number. Invoice number shall not be repeated for a minimum of three years. Invoice shall reflect brand and item code of product delivered. Invoices shall accompany each delivery – **NO EXCEPTIONS**. Vendors shall not submit invoices directly to St. Tammany School Food Service.

STATEMENTS/PAYMENT: Statements must be sent to C.J. Schoen Administrative Complex, Attn: School Food Service Dept., 321 North Theard Street, Covington, LA 70433, for one (1) calendar month of deliveries. Ship dates and invoice dates are not to be used as delivery dates. Payment will be due 30 days from date of statement.

RECORD RETENTION: St. Tammany Parish School Food Service shall maintain all required books, records and other documents relative to the award of the contract for three (3) years after final payment and all other pending matters (audits) are closed. These records will include, but not necessarily limited to the following: invoices, request for quotes, specifications, Buy American requirements, BID/RFP advertisements/solicitations, bid/RFP/quote analyses, contractor selection or rejection, and contracts including prices

TERMINATION FOR CONVENIENCE: The St. Tammany Parish School Board may terminate a contract, in whole or in part, whenever the School Board determines that such termination is in the best interest of the School Board, upon 30 day written notice to the vendor. The vendor will be paid for the work performed. The vendor shall not be reimbursed for any profits which may have been anticipated but which have not been earned up to the date of termination or any costs incurred such as storage and truck rental.

TERMINATION FOR CAUSE: If the successful vendor fails to comply with bid specifications, the St. Tammany Parish School Board shall give thirty (30) days written notice to the successful bidder to render satisfactory service. At the expiration of thirty (30) days, if the unsatisfactory conditions have not been corrected, The St. Tammany Parish School Board reserves the right to cancel the contract and to storage and delivery of USDA Commodity and Processed Food Items from another source, with the successful bidder forfeiting the Performance Bond.

Termination of a contract for cause includes but is not limited to, the following:

1. Failure to deliver within the time specified in the bid
2. Failure to meet quantity requirements
3. Failure of the product or service to meet specifications or is received in an unsatisfactory condition, or is damaged or is in an unusable condition
4. Fraud, collusion, conspiracy or other unlawful means of obtaining any contract with the STPSB

NO BID RESPONSE: If your company is unwilling or unable to bid due to product offering, location, or any other reason, please fill out the enclosed "STATEMENT OF NO BID". Return this form to following address listed on form or email form to purchasing@stpsb.org.

The attached Firearm Anti-Discriminatory Act 581 (SB 234) - **must be completed and signed by an authorized company official and submitted with your proposal.**

THE FOLLOWING ITEMS MUST BE RETURNED WITH BID

1. Certificate of Independent Price Determination
 2. Certificate Regarding Debarment
 3. Certificate Regarding Lobbying
 4. Disclosure of Lobbying Activities
 5. Non-Collusion Statement
 6. Firearm Anti-Discriminatory Act 581
 7. Bid Security
 8. Completed Bid Form
 9. Samples where called for submitted with bid.
 10. If bidding items other than specified, complete manufacturer(s) specification sheet and/or descriptive literature must be submitted. Specification sheet and/or descriptive literature must list the BID LINE #, STOCK #, ALTERNATE BRAND AND MODEL #.
 11. Material Data Sheets on cleaning products and dishmachine chemicals.
-

Non-Discrimination Statement:

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted 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; or

(2) fax:

[\(202\) 690-7442](tel:2026907442); or

(3) email: program.intake@usda.gov

This institution is an equal opportunity provider.

CONTRACT SECTION

In compliance with the attached Invitation to Bid and subject to conditions imposed in the General Rules/Instructions and Specifications, the undersigned vendor offers and agrees to furnish any or all items at the prices listed on the attached bid form for the contract period upon bid award and ending June 30, 2027 of this contract by St. Tammany Parish School Board.

NAME OF FIRM _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE _____

TYPED NAME OF AUTHORIZED REPRESENTATIVE _____

COMPLETE ADDRESS OF FIRM _____

TELEPHONE NUMBER _____

FAX NUMBER _____

EMAIL ADDRESS _____

DATE _____

This instrument becomes a contract according to specifications and conditions stated herein
AFTER A SIGNATURE AND DATE APPEARS BELOW.

NAME OF FIRM _____ St. Tammany Parish School Board Food Service

SIGNATURE OF AUTHORIZED REPRESENTATIVE _____

TYPED NAME OF AUTHORIZED REPRESENTATIVE _____ Casandra Lalanne

COMPLETE ADDRESS OF FIRM _____ 321 N. Theard Street

_____ Covington, LA. 70433

TELEPHONE NUMBER _____ 985-898-3376

DATE _____

**ST. TAMANY PARISH SCHOOL BOARD
COVINGTON, LOUISIANA**

**REQUIRED CONTRACT PROVISIONS FOR PROCUREMENT
CONTRACTS IN CHILD NUTRITION PROGRAMS**

REQUIRED CONTRACT PROVISIONS FROM APPENDIX II OF 2 CFR PART 200

1. Contracts for more than the simplified acquisition threshold currently set at \$250,000, which is the inflation adjusted amount determined by the **Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils)** as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

2. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

3. **Equal Employment Opportunity** - Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor" (Appendix II of 2 CFR Part 200(E)).

4. **Davis-Bacon Act, as amended (40 U.S.C. 3141-3148)**. When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the **Copeland "Anti-Kickback" Act (40 U.S.C. 3145)**, as supplemented by the Department of Labor regulations at 29 C.F.R. Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or sub recipient shall be prohibited from inducing, by any means, any person employed in the completion of work, to give up any part of the compensation to which he is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

5. Contract Work Hours and Safety Standards Act - (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

6. Rights to Inventions Made Under a Contract or Agreement - If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or sub recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or sub recipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

7. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act - (33 U.S.C. 1251-1387), as amended—Contracts and sub grants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA) (Appendix II of 2 CFR Part 200(G)).

8. Debarment and Suspension - (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. (Appendix II of 2 CFR Part 200(H)).

9. Byrd Anti-Lobbying Amendment - (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

REQUIRED CONTRACT PROVISIONS FROM 2 CFR PART 200

1. **Procurement of recovered materials** - A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item **exceeds \$10,000** or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines (2 CFR Part 200.322)

2. The SFA and VENDOR agrees to take all necessary affirmative steps outlined in 2 CFR 200.321 to assure that small businesses, minority businesses, women's business enterprises, veteran-owned business, and labor surplus area firms are used when possible.

Affirmative steps will include:

- (1) Placing qualified small and minority businesses, women's business enterprises, veteran-owned and labor surplus firms on solicitation lists;
- (2) Assuring that small businesses, minority businesses, women's business enterprises, veteran-owned business, and labor surplus area firms are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small businesses, minority businesses, women's business enterprises, veteran-owned business, and labor surplus area firms Establishing delivery schedules, where the requirement permits, which encourage participation by small businesses, minority businesses, women's business enterprises, veteran-owned business, and labor surplus area firms;
- (4) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (5) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (4) of this section.

OTHER CONTRACT PROVISIONS

1. The vendor 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 113-1, *Civil Rights Compliance and Enforcement in School Nutrition Programs*.

2. Awarded Vendors must maintain all required books, records and other documents relative to the award of the contract for three (3) years after final payment and all other pending matters (audits) are closed.

3. Access must be granted to duly authorized representatives of the St. Tammany Parish School Board, Louisiana Department of Education, the United States Department of Agriculture (USDA) or Comptroller General to any books, documents, papers and records of the contractor with are directly pertinent to all negotiated contracts.

4. The contractor must recognize mandatory standards/policies related to energy efficiency contained in the State Energy Plan issued in compliance with the Energy Policy and Conservation Act (PL 94-165).

REQUIRED CONTRACT PROVISIONS FROM 7 CFR PART 210

1. The SFA and vendor shall comply with the **BUY AMERICAN PROVISION** for contracts that involve the purchase of food, USDA Regulation (7 CFR Part 250 and 7 CFR Part 210). The vendor is required to utilize, to the maximum extent practicable, domestic commodities and products. This requirement pertains to component items. It does not include spices, sauces, etc.

The District participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practical, to buy domestic commodities or products for Program meals. A “domestic commodity or product” is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR Part 210.21(d). Section 12(n) of the National School Lunch Act defines “domestic commodity or product” as an agricultural commodity that is produced in the U.S. and a food product that is processed in the U.S. Substantially means over 51% of the final processed product (by weight or volume) must consist of agricultural commodities that were grown domestically. The Buy American provision must be followed in all procurements where funds are used from the nonprofit food service account, whether directly by an SFA or on its behalf.

Exceptions to the Buy American provision should be used as a last resort; however, an alternative or exception may be approved upon request. To be considered for the alternative or exception, the request must be submitted in writing to a designated official, a minimum of day 14 days in advance of delivery. There are two limited exceptions to the Buy American requirement.

A. Alternative substitute (s) that are domestic and meet the required specifications:

1. The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or
2. Competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product.

The request must include the:

1. Price of the domestic food alternative substitute
2. Availability of domestic alternative substitute and quantity
3. Reason for exception: limited/lack of availability or price (price must be included)
4. Prices must include:
 - i. Price of the domestic food product; and
 - ii. Price of the non-domestic product that meets the required specification of the domestic product

The “**Buy American Provision Certification Form For Food Purchases**” must be completed and returned with your bid. The vendor must identify all food products bid by the Company that do not meet the definition of “domestic” on this document. In the event the SFA receives a bid from a vendor that does not include this Information, the SFA is to consider the bid non- responsive.

2. Cost Reimbursable Contracts

7 CFR 210.21(f) Cost reimbursable contracts — (1) Required provisions. The school food authority must include the following provisions in all cost reimbursable contracts, including contracts with cost reimbursable provisions, and in solicitation documents prepared to obtain offers for such contracts.

(i) 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 school food authority;

(ii)(A) The contractor must separately identify each cost submitted for payment to the school food authority the amount of that cost that is allowable (can be paid from the nonprofit school food service account) and the amount that is unallowable (cannot be paid from the nonprofit school food service account); or

(B) The contractor must exclude all unallowable costs from its billing documents and certify that only allowable costs are submitted for payment and records have been established that maintain the visibility of unallowable costs, including directly associated costs in a manner suitable for contract cost determination and verification;

(iii) The contractor's determination of its allowable costs must be made in compliance with the applicable Departmental and Program regulations and Office of Management and Budget cost circulars;

iv) The contractor must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. If approved by the State agency, the school food authority may permit the contractor to report this information on a less frequent basis than monthly, but no less frequently than annually;

(v) The contractor must identify the method by which it will report discounts, rebates and other applicable credits allocable to the contract that are not reported prior to conclusion of the contract; and

(vi) The contractor must maintain documentation of costs and discounts, rebates and other applicable credits, and must furnish such documentation upon request to the school food authority, the State agency, or the Department.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017, subpart c- Responsibilities of Participants. The regulations were published in the November 26, 2003, Federal Register (pages 66534-66566). Copies of the regulations may be obtained by contacting the Department of Agriculture.

(BEFORE COMPLETING CERTIFICATION, READ ATTACHED INSTRUCTIONS)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

- (2) Where the prospective lower tier participant is unable to certify any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name

PR/Award Number or Project Name

Name and Title of Authorized Representative

Signature

Date

INSTRUCTIONS TO BIDDERS FOR COMPLETING CERTIFICATION FORM

NOTE: Each responsive bidder must include this certification statement with its bid on each contract equaling or exceeding \$25,000 or any contract for audit services regardless of amount.

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *proposal*, and *voluntarily excluded*, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the U. S. Department of Agriculture regulations 7 CFR 3017 implementing Executive Order 12 549. (Contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.)
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification that a prospective participant in a lower tier covered transaction has not been debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless the participant knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under Paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Prototype Certificate of Independent Price Determination

Both the school food authority and the Vendor (offeror) shall execute this Certificate of Independent Price Determination.

(Name of Vendor)

(Name of School Food Authority)

(A) By submission of this offer, the offeror certifies and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement:

- (1) The prices in this offer have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other offeror or with any competitor;
- (2) Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed by the offeror and will not knowingly be disclosed by the offeror prior to opening in the case of an advertised procurement, or prior to award in the case of a negotiated procurement, directly or indirectly to any other offeror or to any competitor; and
- (3) No attempt has been made or will be made by the offeror to induce any person or firm to submit or not to submit, an offer for the purpose of restricting competition.

(B) Each person signing this offer on behalf of the Vendor certifies that:

- (1) He or she is the person in the offeror's organization responsible within the organization for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or
- (2) He or she is not the person in the offeror's organization responsible within the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to (A)(1) through (A)(3) above, and as their agent does hereby so certify; and he or she has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above.

To the best of my knowledge, this Vendor, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

Signature of Vendor's
Authorized Representative

Title

Date

In accepting this offer, the SFA certifies that no representative of the SFA has taken any action which may have jeopardized the independence of the offer referred to above.

Signature of School Food Authority's
Authorized Representative

Title

Date

Note: Accepting a bidder's offer does not constitute award of the contract.

CERTIFICATION REGARDING LOBBYING

CERTIFICATION FOR CONTRACTS, GRANTS, AND COOPERATIVE AGREEMENTS EXCEEDING \$100,000 IN FEDERAL FUNDS

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 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.
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.

Name and Address of Vendor

Title of Submitting Official

By _____ Date: _____
(Signature of Official (Executive Director) Authorized to Sign Application)

Disclosure of Lobbying Activities

(See attached for public burden disclosure)

[illegible]

Office of Chief Financial Officer, USDA

Pt. 3018, App. B

DISCLOSURE OF LOBBYING ACTIVITIES
CONTINUATION SHEET

Approved by OMB
0348-0046

Reporting Entity: _____ Page _____ of _____

Authorized for Local Reproduction
Standard Form – LLL-A

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity 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 a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; contract, grant, or loan award number; application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503

NON-COLLUSION STATEMENT

The Antitrust Division of the United States Department of Justice seeks to prevent collusion, expose monopolies, and preserve competition in public purchasing. Collusion occurs when providers of the same goods or services get together and agree to fix or set prices. In procurement, it is the most commonly known as "price-fixing" or "bid-rigging."

Vendors, by submitting this signed bid, certify that the accompanying bid is not the result of, or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Louisiana or United States law.

We certify that we have not, either directly or indirectly, entered into any agreement or participated in any unlawful act of collusion, no attempt has been made to induce any other person or vendor to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other bidder, competitor or potential competitor; that this bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor; that the above stated statement is accurate under penalty of perjury.

Name of Firm

Complete Address of Firm

Telephone Number

Signature of Authorized Representative

Typed Name of Authorized
Representative

Title of Authorized Representative

Date

**FIREARM ANTI-DISCRIMINATORY ACT 581 (SB 234)
DISCLOSURE**

Per LA Act 581 (SB 234), which prohibits a public entity, including school boards, from entering into a contract with a company for the purchase of goods or services unless the aforementioned company confirms that:

- 1. The company does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association based solely on the entity’s or association’s status as a firearm entity or firearm trade association.
- 2. The company will not discriminate against a firearm entity or firearm trade association during the term of the contract based solely on the entity’s or association’s status as a firearm entity or firearm trade association.

If the above terms meet with your understanding and agreement, please sign below and return to the St Tammany Parish School Board.

Signature of Official Duly Authorized to Sign Contracts and Agreements

Date

STATEMENT OF NO BID

Due to the limited number of vendors in our area, we are encouraged to seek out and request a STATEMENT OF NO BID in order to maintain compliance with federal and state procurement requirements whenever there is limited or no competitive bidding. If your company does not intend to submit a bid, your submission of the STATEMENT OF NO BID will help us meet the justification requirements for a contract award. All vendors are highly encouraged to submit bids whenever possible.

If returning a STATEMENT OF NO BID, please mail it to the **address below** or email to **purchasing@stpsb.org**

St. Tammany Parish School Board
Purchasing Department
L289 – SUPPLIES FOR FOOD SERVICE
321 N. Theard Street
Covington, LA 70433

Date: _____

We, the undersigned, have declined to participate in St. Tammany Parish Child Nutrition Program invitation for vendors to submit bids in response to this solicitation for food products pricing for the following reasons:

____ We do not offer this product;
____ Unable to meet specifications; please specify: _____
____ Unable to meet procurement requirement; please specify: _____
____ Unable to deliver to your location (area): _____
____ Other _____
____ Solicitation was too restrictive; please explain: _____

If possible, how could our School Food Authority (SFA) improve its procurement process to encourage more vendors, similar to your company, to respond to solicitations like this one?

PLEASE MARK “*STATEMENT OF NO BID FROM FOOD VENDOR*” ON THE OUTSIDE OF THE ENVELOPE.

COMPANY NAME: _____

PREPARED BY: _____

SIGNATURE: _____

TELEPHONE: _____

EMAIL: _____