



Request for Proposals **for Serving Line Equipment at:**

Ionia High School
250 E. Tuttle Road
Ionia, MI 48846

August 2026

SECTION 1 ISSUE AND TIMELINE INFORMATION

INTRODUCTION

This is a Request for Proposal (RFP) from responsible parties to provide serving line equipment to be installed at Ionia High School. This is on behalf of Ionia Public Schools by its School Board (hereinafter called the "District"). The District reserves the right to reject any or all proposals as it deems to be in the best interest of the District. Intent of this project is to open the bids by Friday August 14, 2026 by 4 PM EST and be discussed and selected at the Board Meeting on September 21, 2026. The District will officially award this project by September 22, 2026. Specific installation dates will be provided to the school after orders are released and current lead times are determined. Once awarded, the district will collaborate with the chosen vendor on proper timing of installation.

SUMMARY OF SERVICES REQUESTED

The following information is provided with the best information available. Any omissions or deficiencies should be brought to the attention of the District. Clarifications and amendments will be shared with all known bidders.

The District is seeking proposals for the equipment listed in the enclosed Form 3. The intent of the RFP is to award a sole source agreement to one of the participating proposers. Please see detailed timeline for responses below.

PROCESS INSTRUCTIONS FOR FORMS REQUIRED WITH SUBMITTALS:

All of the below forms must be submitted with the RFP packet to school all notarized and delivered in sealed envelope per guidelines above.

1. Form 1 – Vendor Experience and References
2. Form 2 – Project Scope and Timeline
3. Form 3 – Project Specifications (Bid Tabulation Form Included Separately)
4. Form 4 – Acknowledgement
5. Form 5 – Non-Collusion Affidavit
6. Form 6 – Historically, Underutilized Business (HUB) Certification
7. Form 7: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions
8. Form 8: Certification Required for Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds.
9. Form 9: Compliance Certification to EPA Regulations Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds
10. Form 10: Familial Disclosure Statement
11. Form 11: Iran Economic Sanctions Act Certification

Proposals

Sealed Proposals are to be submitted to the District (DELIVERED VIA MAIL OR COURIER)

Prior to 4:00 PM EST on August 14, 2026, to:

**IONIA PUBLIC SCHOOLS
MARK SEALED PACKET "IONIA HIGH SCHOOL SERVING LINE RFP"
ATTN: BEN GURK and JAMMIE SPRANK
250 EAST TUTTLE ROAD
IONIA, MI 48846**

Any bids received after 1:00 PM EST will be rejected. Proposals will be opened on August 17, 2026 at 1:00 PM EST. The District will formally award the project no later than September 22, 2026.

Each respondent is to respond to all required items as directed in the RFP.

Any respondent may withdraw their proposal at any time prior to the scheduled time for receipt and opening of proposals. No proposals shall be withdrawn after the opening of the proposals without written consent of the owner.

Request for Additional Information

Direct any request for additional information contact at email. Any information that the District deems appropriate to provide in response to the Proposer's request for additional information will be shared with all proposers.

Deadline for clarification requests is August 7, 2026, via email to:
Jack Nye at jnye@ioniaschools.org

Timeline for Proposal Award

If the District decides to award a contract as a result of the RFP, the award will be made:

No later than September 22nd, 2026

Acceptance of RFP Terms

A proposal submitted in response to the RFP shall constitute a binding offer. Acknowledgement of this condition shall be indicated by the autographic signature of the offeror, or an officer of the offeror legally authorized to execute contractual obligations. It is assumed by the offeror's response that it acknowledges all terms and conditions of this invitation for an offer. An offeror shall identify clearly and thoroughly any variations between its proposal and the District RFP. Failure to do so shall be deemed a waiver of any rights to subsequently modify the terms of performance, except as outlined or specified in the RFP.

Incurring Costs

The District is not liable for any cost incurred by offerors prior to issuance of a procurement document.

Proposal Rejection

The District reserves the right to reject any or all proposals and to waive informalities and minor irregularities in proposals received and to accept any portion of a proposal or all items proposed if deemed in the best interest of the District. The competency, responsibility, experience, and reputation of the bidders will be considered in making the award. Bidders shall bid on the specifications, and any exceptions must be noted.

SECTION 2 GENERAL TERMS AND CONDITIONS

Response Forms

Supplied with the RFP is a Service Providers Response Form. The form provides the format for the Response and must be completed and submitted for your response to be considered. Please follow the directions in Section 4 to complete the Response Form.

Officer of Firm

Responses shall address all items completely and thoroughly in accordance with the format provided and shall be signed by an officer of the Firm with the authority to commit the Firm's resources.

Withdraw

The content and commitments in the Responses shall remain firm for sixty (60) calendar days from the due date of such Responses.

Right to Request Additional Information

The District reserves the right to request any additional information that might be deemed necessary after opening the responses.

Post-Response Presentations

The District, in its sole discretion, reserves the right to request post-response presentations from all, some, or none of the Service Providers.

Incurred Costs

The District is not responsible for any costs incurred by any Service Provider for any work performed relative to the preparation of a Response to the RFP or negotiation of a contract for service, including the costs for the preparation of the information solicited herein.

Other Conditions and Information

Each bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of Ionia Public Schools board of education or the superintendent of the school district.

No bidder may withdraw their bid for a period of Thirty (30) calendar days after the date set for bid opening.

Public Act 517 of 2012 (effective December 31 , 2012) enacted the "Iran Economic Sanctions Act", which prevents "Iran linked businesses" from bidding on a school district or ISD's request for proposals ("RFP"). This law requires that persons submitting bids certify that they are not an "Iran linked business," which is defined as either:

- a) A person engaging in investment activities in the energy sector of Iran, including a person who provides oil or liquefied natural gas tankers or products used to construct or maintain pipelines used to transport oil or liquefied natural gas for the energy sector of Iran; or
- b) A financial institution that extends credit to another person if that person will use the credit to engage in investment activities in the energy sector of Iran.

Ionia Public Schools has the right to reject any or all bids, to waive any defects or irregularities in bids, and to accept any bid which is deemed most advantageous to the public interest.

Schedule Dates

The following is an anticipated schedule for the selection process. The District reserves the right to modify any part of this schedule:

1. Request for Proposals Issued	August 3, 2026
2. Deadline for Clarification Requests	August 7, 2026
3. Due Date for Responses and Opening	August 14, 2026 (reviewed at School Board Meeting September 21, 2026)
4. Contract Awarded	September 22, 2026
5. Installation	TBD Based on Product Lead Times and will be determined after signed approved drawings are submitted

Terms of Payment:

The successful bidder will invoice the District at completion, terms net forty-five. The District shall pay the successful bidder at the completion of the project.

Licensure

Before a contract pursuant to the RFP is executed, the selected Firm must hold all applicable business and professional licenses, permits, etc. the district may require any or all Service Providers to submit evidence of proper licensure.

Disclosure of Proposal Contents

All Responses and materials submitted in response to the RFP shall become the property of the District. Selection or rejection of a Response does not affect this right. All response information shall be held in confidence during the evaluation process, to the extent permitted by law. Upon the completion of the evaluation of Responses, the Responses and associated materials shall be open for review by the public. By submitting a Response, the Service Provider acknowledges and accepts that the full contents of the Response and associated documents may become open to public inspection.

Contract Requirements

The District considers the RFP legally binding and will require that this RFP and the resulting Firm's Response be incorporated by reference into any subsequent contracts between the Firm and the District. It should be understood by the Firm that this means the District expects the Firm to satisfy all requirements listed herein. Exceptions should be explicitly noted in your Response.

A. Applicable and Governing Law Clause-This Agreement shall be subject to all laws of the Federal Government of the United States of America and to the laws of the State of Michigan. All duties of either party shall be legally performable in Michigan. The applicable law for any legal disputes arising out of this contract shall be the law of (and all actions hereunder shall be brought in) the State of Michigan.

B. General Indemnification-The Firm agrees to indemnify, defend and hold harmless the District, its Participants, successors, employees and agents from and against any and all claims, costs, expenses, damages, and liabilities, including reasonable attorney's fees, arising out of (i) the negligent acts or willful misconduct of the Firm and/or its officers, directors and employees, agents or subcontractors; (ii) any breach of the terms of this Agreement by the Firm; (iii) any violation of applicable State and/or Federal law, regulation, or requirement; or (iv) any breach of any representation or warranty by the Firm under this Agreement. The Firm agrees to notify the District by certified mail, return receipt requested, immediately upon knowledge of any claim, suit, action or proceeding for which it may be entitled to indemnification under this Agreement.

D. Right to Terminate for Breach- Each party shall have, in addition to all other remedies available to it, the right to terminate this Agreement immediately upon written notice to the other party that the other party has committed a material breach of any of its obligations herein and such material breach shall not have been cured or corrected within ten (10) days following written notice of the same. Upon termination of this Agreement by either party for breach of default of the other party, each party shall be entitled to exercise any other right, remedy, or privilege which may be available to it under applicable law or proceed by the appropriate court action to enforce the terms of this Agreement or to recover damages for the breach of this Agreement.

PROTEST PROCEDURES

Offeror's whose proposal has been timely filed and who is aggrieved by the award of a contract to another offeror may appeal the decision by filing a written notice of appeal. The notice must be filed within five (5) business days of the date of the award of Contract, exclusive of Saturdays, Sundays, and legal state holidays. The notice of appeal must clearly and fully identify all issues being contested by reference to the page, and section of the solicitation document and/or award of Contract.

An appeal will be heard by the designated school administration unless the petitioner is not an aggrieved party, or a prior request by the same petitioner relating to the same contract award has been granted, or the request is capricious, frivolous, or without merit. The burden of proof lies with the petitioner. The evidence presented must specifically address and be limited to one or more of the following:

- Violation of State or Federal law.
- Irregularities creating fundamental unfairness; or
- Arbitrary or capricious award.

The appeal will be reviewed by the designated school administration who will provide a written response within ten (10) business days after hearing the appeal. If the appealing party is not satisfied with the response, the petitioner may appeal to the designated school's Board of Education for further review. Further review must be requested in writing and must be received by the Board of Education within five (5) business days after the date of the administration's response. The request for further review must state the reasons the administration's response is being rejected. The designated schools Board of Education will review the original appeal and supporting documentation; the response and supporting documentation; and the request for review and supporting documentation. The Board of Education will meet to rule on the appeal no later than ten (20) business days after receipt for further review. The decision of the Board of Education shall be in writing and shall be the final decision on the matter.

SECTION 3 CONTRACT REQUIREMENTS

This contract shall be governed in all respects --as to validity, construction, capacity, performance, or otherwise -- by the laws of the State of Michigan.

CIVIL RIGHTS ACT: Contractors providing services under the Request for Proposal herewith assure the District that they are conforming to the provisions of the Civil Rights Act of 1964 as amended.

NON-COLLUSION AFFIDAVIT: Bidders shall submit a non-collusion affidavit as prescribed by the Michigan Board of Accounts with the official bid forms attached. This form must be notarized.

SAFETY WARRANTY: Seller warrants that the product sold to Buyer shall conform to the standards promulgated by the U.S. Department of Labor under the Occupational Safety and Health Act of 1970. In the event the product does not conform to OSHA standards, Buyer may return the product for correction or replacement at the Seller's expense. In the event Seller fails to make appropriate correction within a reasonable time or 30 days whichever is shorter, correction may be made by the buyer at Seller's expense.

FORCE MAJEURE: If by any reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this agreement then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as herein provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch. The term Force Majeure as employed herein, shall mean acts of God, strikes, lockout, or other industrial disturbances, act of public enemy, orders of any kind of government of the United States or the State of Michigan or any civil or military authority, insurrections, riots, epidemics, arrests, restraint of government and people, civil disturbances, explosions, acts of war, or any other causes no reasonably in the control of the party claiming such inability.

MODIFICATIONS: This contract can be modified or rescinded only by a writing signed by both parties or their duly authorized agents.

PUBLIC INFORMATION: This RFP and all information, documentation and other materials requested to be submitted in response to this solicitation to be of a non-confidential and/or non-proprietary nature and therefore shall be subject to public disclosure under the Michigan Access to Public Records Act, after a contract is awarded. Respondents are hereby notified that District strictly adheres to all statutes, court decisions, and opinions of the Michigan Attorney General with respect to disclosure of bid information. Any information deemed to be confidential by Respondent should be clearly noted on the page(s) where confidential information is contained; however, the District cannot guarantee that it will not be compelled to disclose all or part of any public record under the Michigan Access to Public Records Act, since information deemed to be confidential by Respondent may not be considered confidential under Michigan law.

BUY AMERICAN PROVISION: The District participates in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) and are required by law to use nonprofit School Nutrition Program (SNP) funds, to the maximum extent practicable, to buy domestic commodities or products for meals served under the NSLP and SBP. 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. The term substantially means that over fifty-one percent (51%) of the final processed product consists of agricultural commodities that were grown domestically.

HUB POLICY STATEMENT: The District is wholly committed to developing, establishing, maintaining, and enhancing minority involvement in the total procurement process. It is the policy of the District to involve qualified HUB and minority/women owned businesses to the greatest extent feasible in the food service department’s procurement of goods, equipment, and services. The District contractors, suppliers and subcontractors, and vendors of goods, equipment services, and professional services shall not discriminate on the basis of race, color, religion, national origin, handicap, or sex in the award and/or performance of contracts. However, competition and quality of work remains the ultimate "yardstick" in contractor, subcontractor, vendor, service, professional service, and supplier utilization. All vendors, suppliers, professionals, and contractors doing business or anticipating doing business with the District shall support, encourage, and implement affirmative steps toward our common goal of establishing equal opportunity in procurement process.

NONDISCRIMINATION STATEMENT:

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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

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

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

This institution is an equal opportunity provider.

LUNSFORD ACT REQUIREMENT: The Jessica Lunsford Act requires all contracted vendors who are permitted access on school grounds when students are present, who have direct contact with students, or have access to or control of school funds, to undergo a background check.

ASSURANCE OF ETHICAL PRACTICES: All bidders must have a company policy of maintaining the highest level of professional and ethical standards in the conduct of its business. Bidders must place the highest importance on its reputation for honesty, integrity, and high ethical standards. This Policy should serve as a reaffirmation of the importance of the highest level of ethical conduct and standards for all employees within the company. Each employee who is materially involved in any of the company's documentation, billing or competitive practices has an obligation to familiarize himself or herself with all such applicable laws and regulations and to adhere at all times to the requirements thereof. Where any question or uncertainty regarding these requirements exists, it is incumbent on, and the obligation of, each employee to seek guidance from a knowledgeable officer of, or attorney for, the company.

OTHER REQUIRED CONTRACT PROVISIONS: All bidders (contractors and subcontractors) shall be in compliance with the following applicable provisions or conditions as mandated by the Office of Federal Procurement Policy, United States Department of Agriculture (USDA) and/or the State of Michigan Department:

- Executive Order 11246 of September 24, 1965, entitled "**Equal Employment Opportunity**" as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor Regulations (41 CFR, Part 60). 16.2
- Copeland "**Anti-Kickback**" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR Part 3).
- Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708), as supplemented by the Department of Labor regulations (29 CFR Part 5).
- **Clean Air Act** (42 U.S.C. 7401-7671q.), and the Federal Water Pollution Contract Act (33 U.S.C. 1251-1387), as amended for all contracts, subcontracts and subgrants of amounts in excess of \$100,000.
- **Energy efficiency** standards and policies contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C 6201).
- **Solid Waste Disposal Act** (Section 6002), as amended by the Resource Conservation and Recovery Act, procuring only items designated in guidelines of the Environmental Protection Agency (EPA) (40 CFR Part 247), that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition; 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.
- Executive Orders 12549 and 12689, a contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide Excluded Parties List System in the System for Award Management (SAM), in accordance with OMB guidelines at 2 CFR 180, "**Debarment and Suspension.**" CNP-STC members are prohibited from contracting with a company or individual that has been debarred, suspended, or otherwise excluded, or declared ineligible for all contracts, and subcontracts. Excluded Parties List can be reviewed at <http://www.sam.gov>

- **Byrd Anti-Lobbying Amendment** (31 U.S.C. 1352), contractors must certify 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

SECTION 4
RFP RESPONSE FORMS

Proposals must be submitted as a response form. The form provides the format for the Proposal and must be completed and submitted for the proposal to be considered.

Selection Criteria

Proposals will be evaluated based upon the following selection criteria:

Category	Form Number	Points Possible out of 100
Vendor Experience and References	Form 1	15
Ability to meet Project Scope and Timeline	Form 2	10
Project Specifications Held	Form 3: Bid Tabulation Form	25
Fulfillment of and Quality of Equipment Specifications	Form 3: Bid Tabulation Form	20
Contract Charges, Fees, and Payments (PRICE)	Form 3: Bid Tabulation Form	30

Forms 1-9 (*see Note below on Form3) must be completed and signed along with Bid Tabulation Form with the RFP.

NOTE: FORM #3 IS FOR REFERENCE ONLY AND NO SIGNATURES REQUIRED. INPUT COSTS FROM FORM #3 ON BID TABULATION FORM.

PROCESS INSTRUCTIONS FOR FORMS REQUIRED WITH SUBMITTALS:

All of the below forms must be submitted with the RFP packet to school all notarized and delivered in sealed envelope per guidelines above.

1. Form 1 – Vendor Experience and References
2. Form 2 – Project Scope and Timeline
3. Form 3 – Project Specifications/Bid Tabulation Form (*BID TABULATION FORM SUBMITTED*)
4. Form 4 – Acknowledgement
5. Form 5 – Non-Collusion Affidavit
6. Form 6 – Historically, Underutilized Business (HUB) Certification
7. Form 7: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions
8. Form 8: Certification Required for Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds.
9. Form 9: Compliance Certification to EPA Regulations Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds
10. Form 10: Iran Economic Sanctions Act Certification

FORM 1: VENDOR EXPERIENCE AND REFERENCES

Name of Organization: _____

Contact Information for Point Person: _____

In detail, answer the questions below. All value-added statements must be true and will be used during the contract if the Proposal is selected.

1. Describe your organization. Highlight your services

2. What differentiates you and the products you are proposing from the competitors in the market?

3. Please provide at least 3 Michigan or Midwest school customers for references on similar projects.

4. What value-added services do you offer to your school customers?

5. What K12 school related committees/groups do you and/or your employees belong to or participate in?

6. Please describe your plan to be able to deliver on the described project timeline and scope.

FORM 2: PROJECT SCOPE AND TIMELINE

1. Please describe your plan to be able to deliver on the described project timeline and scope.
2. How do you plan to address product supply, logistics, and manufacturing issues in order to deliver and install the equipment within the timeframe addressed in the RFP?

FORM 3: PROJECT SPECIFICATIONS

BASIS OF DESIGN FOR PROJECT TO INCLUDE THE FOLLOWING:

1. Brands specified and installers named are Basis of Design and alternates to said brands/installers will be considered for this project.

A. SCOPE OF WORK FOR CUSTOMER TO INCLUDE THE FOLLOWING:

(PROJECT COORDINATION BY DEALER)

1. Any work not included within specs that is required/needed, dealer must bring this to the attention of owner at time of RFP.
2. Dealer to perform the following work:
 1. Confirm all utilities prior to release of equipment to factory
 2. Sign off on all required shop drawings confirming voltages, sizes, and any other necessary items to release.
 3. Provide signed off on shop drawing to owner for records
3. Coordinate with different trades/installer on timing of equipment delivery and with owner.
4. Provide owner operating manuals in digital form and any operational training videos by manufacturer (if available).
5. Coordinate factory-rep training with owner's staff at completion of project.

B. EQUIPMENT/SCOPE SPECIFICATIONS:

ITEM # 1 COLD FOOD COUNTER

Quantity: One (1)
Manufacturer: Multiteria
Model: CLS90

1. One (1) Essence Cold Food Counter
 CLS90, 90 L x 35 W x 34 H w/
 Stainless Steel Top
 Laminated Wood Panels with Standard Essence Corners
 Front Panel
 Back Panel
 2 Side Panels
 Standard Caster
 Polished Toe Kicks
 Operator Side Doors
 CWBP-5 drop-in 5-pan cold pan
 78" Island Food Shield with Polished Finish and LED Lights
 4" Extended Top Customer Side Tray Slide
 4" Extended Top Operator Side Tray Slide
 U/C LED lights

ITEM # 2 HOT FOOD COUNTER

Quantity: One (1)
Manufacturer: Multiteria
Model: HLS96

1. One (1) Essence Hot Food Counter
 HLS96, 96 L x 34 W x 36 H w/
 Stainless Steel Top
 Laminated Wood Panels with Standard Essence Corners
 Front Panel
 2 Side Panels
 Standard Caster
 Polished Toe Kicks
 GRSBF-48-I drop-in heated shelf w/ flush top, 120V
 54" FS Food Shield with Polished Finish, LED Lights, and Food Warmer
 6" Extended Top Customer Side Tray Slide
 Modify counter with clearance around building wall
 Grommet hole in counter top

Item #2 Continued...

Electrical receptacles in counter base with 8' cord sets
U/C LED lights

ITEM # 3 **HOT FOOD COUNTER**

Quantity: One (1)
Manufacturer: Multiteria
Model: HLS96

1. One (1) Essence Hot Food Counter
 HLS96, 96 L x 34 W x 36 H w/
 Stainless Steel Top
 Laminated Wood Panels with Standard Essence Corners
 Front Panel
 2 Side Panels
 Standard Caster
 Polished Toe Kicks
 GRSBF-48-I drop-in heated shelf w/ flush top, 120V
 54" FS Food Shield with Polished Finish, LED Lights, and Food Warmer
 6" Extended Top Customer Side Tray Slide
 Grommet hole in counter top
 Electrical receptacles in counter base with 8' cord sets
 U/C LED lights

ITEM # 4 **CASHIER STAND**

Quantity: One (1)
Manufacturer: Multiteria
Model: CS36

1. One (1) Essence Cashier Stand
 CS36, 36 L x 30 W x 34 H w/
 Stainless Steel Top
 Laminated Wood Panels with Standard Essence Corners
 Front Panel
 2 Side Panels
 Standard Caster
 Polished Toe Kicks
 6" Extended Top Customer Side Tray Slide
 Grommet hole in counter top
 Locking cash drawer
 Electrical receptacle in counter base with 8' cord set
 U/C LED light

ITEM # 5 CASHIER STAND

Quantity: One (1)
Manufacturer: Multiteria
Model: CS36

1. One (1) Essence Cashier Stand
 CS36, 36 L x 30 W x 34 H w/
 Stainless Steel Top
 Laminated Wood Panels with Standard Essence Corners
 Front Panel
 2 Side Panels
 Standard Caster
 Polished Toe Kicks
 6" Extended Top Customer Side Tray Slide
 Grommet hole in counter top
 Locking cash drawer
 Electrical receptacle in counter base with 8' cord set
 U/C LED light

ITEM # 6 UTILITY COUNTER

Quantity: One (1)
Manufacturer: Multiteria
Model: ULS54

1. One (1) Essence Utility Counter
 ULS54, 54 L x 34 W x 34 H w/
 Stainless Steel Top
 Laminated Wood Panels with Standard Essence Corners
 Front Panel
 1 Side Panel
 Standard Caster
 Polished Toe Kicks
 6" Extended Top Customer Side Tray Slide
 Provisions for bolting to adjacent counter
 Grommet hole in counter top
 Electrical receptacle in counter base with 8' cord set
 U/C LED light

ITEM # 7 HOT FOOD COUNTER

Quantity: One (1)
Manufacturer: Multiteria
Model: HLS78

1. One (1) Essence Hot Food Counter
 HLS78, 78 L x 34 W x 34 H w/
 Stainless Steel Top
 Laminated Wood Panels with Standard Essence Corners
 Front Panel
 Standard Caster
 Polished Toe Kicks
 HWBI-5M drop-in 5 well hot well with drain manifold, 208V/1ph
 78" FS Food Shield with Polished Finish and LED Lights
 6" Extended Top Customer Side Tray Slide
 Provisions for bolting to adjacent counters
 U/C LED lights

ITEM # 8 COLD FOOD COUNTER

Quantity: One (1)
Manufacturer: Multiteria
Model: CLS78

1. One (1) Essence Cold Food Counter
 CLS78, 78 L x 34 W x 34 H w/
 Stainless Steel Top
 Laminated Wood Panels with Standard Essence Corners
 Front Panel
 1 Side Panel
 Standard Caster
 Polished Toe Kicks
 Operator Side Doors
 CWBP-5 drop-in 5-pan cold pan
 78" FS Food Shield with Polished Finish and LED Lights
 6" Extended Top Customer Side Tray Slide
 Provisions for bolting to adjacent counters
 U/C LED lights

ITEM # 9 **CASHIER STAND**

Quantity: One (1)
Manufacturer: Multiteria
Model: CS36

1. One (1) Essence Cashier Stand
CS36, 36 L x 30 W x 34 H w/
Stainless Steel Top
Laminated Wood Panels with Standard Essence Corners
Front Panel
2 Side Panels
Standard Caster
Polished Toe Kicks
6" Extended Top Customer Side Tray Slide
Grommet hole in counter top
Locking cash drawer
Electrical receptacle in counter base with 8' cord set
U/C LED light

ITEM # 10 **COLD FOOD COUNTER**

Quantity: One (1)
Manufacturer: Multiteria
Model: CLS54

1. One (1) Essence Cold Food Counter
CLS54, 54 L x 34 W x 34 H w/
Stainless Steel Top
Laminated Wood Panels with Standard Essence Corners
Front Panel
Back Panel
2 Side Panels
Standard Caster
Operator Side Doors
CWBP-3 drop-in 3-pan cold pan
54" Island Food Shield with Polished Finish and LED Lights
3" Extended Top Customer Side Tray Slide
U/C LED lights

ITEM # 11 **SOLID SURFACE TOPS**

Quantity: One LOT (1)
Manufacturer: Multiteria
Model: CUSTOM

1. One LOT (1) Modify counter tops on all serving line items to solid surface in lieu of stainless steel

ITEM # 12 **SHIPPING**

Quantity: One (1) LOT
Manufacturer: Multiteria
Model: SHIPPING

1. Factory Freight to be recalculated at time of Shipment
 *NOTE: Calculated shipping to Ionia, MI 48846 to one location

ITEM # 13 **DISPLAY MERCHANDISER, HEATED**

Quantity: Two (2)
Installer: Hatco
Model: GRSDS-36T

1. Two (2) Hatco Model No. GRSDS-36T
 Glo-Ray® Merchandising Warmer, countertop, (21) rods, pass thru design, with (3) tier,
 forward-slanted shelves, stainless/aluminum construction, 36" long, 4" legs, 2685 watts,
 CE, cULus, UL EPH Classified, Made in USA
 NOTE: Sale of this product must comply with Hatco's Minimum Resale Price Policy; consult
 order acknowledgement for details
 One year on-site parts & labor warranty, plus one additional year parts only warranty on
 all Glo-Ray metal sheathed elements
 120/208-240v/60/1-ph, 2685 watts, 14.6 amps, NEMA L14-20P
 SPECIFY ***ADDITIONAL STANDARD DESIGNER COLORS BELOW: Must Specify Color On Order
 (available at time of purchase only)
 Open Customer Side, upper, standard
 Open Customer Side, middle, standard
 Open Customer Side, lower, standard

ITEM # 14 **DISPLAY CASE, REFRIGERATED, SELF-SERVE**

Quantity: One (1)
Installer: Structural Concepts
Model: B55R

1. One (1) Structural Concepts Model No. B55R
 Oasis® Refrigerated Self-Service Case, 59-5/8"W x 34-1/4"D x 61-3/4"H, Warmest average
 product temperature of 40°F or less, LED top light, (2) metal shelves, Breeze with self-
 contained refrigeration, condensate pan, magnetic air filter, non-locking casters with levelers,
 end panels with mirrored stainless interior, black exterior, R290 Hydrocarbon refrigerant,
 cETLus, ETL-Sanitation
 NOTE: If GFCI is required, a GFCI breaker MUST be used in lieu of a GFCI receptacle
 Warranty: 1 year parts & labor warranty, 5 year compressor warranty, standard
 Exterior Color: Laminate (non-stock colors)
 GRAIN DIRECTION Standard laminate grain directions (when applicable):
 - Front Panels (Upper Header and Lower Panels): Horizontal grain direction
 - End Panels: Vertical grain direction
 - Blend & Reveal Cases Only: Horizontal grain direction on front and end panels
 Interior Color: Powder coated SCC Standard Silversan Black (FDA compliant), standard
 Lower Front Panel Color: Powder coated SCC Standard Silversan Black (FDA compliant),
 standard
 Rear Exterior Color: Powder coated SCC Standard Silversan Black (FDA compliant),
 standard
 End Panel Left: Full with stainless steel mirror interior, standard
 End panel profile: Square profile, standard
 End Panel Right: Full with stainless steel mirror interior, standard
 Cover/Curtain: Night curtain, retractable, non-locking (one cover/curtain type per model)
 Price Tag Molding: None
 Rear Doors: None (solid back panel), standard
 Shelving: Metal shelves (2), lighted (LED 4000K)
 Top Light: LED 4000K, standard
 Refrigeration: Breeze-E (Type II) self-contained refrigeration, standard
 Electrical Connection: 6' NEMA 6-20P, 208-240v/60/1-ph straight blade power cord, s
 standard
 Base support: Casters (non-locking) w/ levelers, standard
 CLEAN SWEEP-1 Clean Sweep®, automatic condenser coil cleaner (self-cont.)
 Refrigerant: Hydrocarbon refrigerant (R290)
 Thermometer: Spirit filled thermometer, standard
 Heat Treated Crating: None, standard

ITEM # 15 **DISPLAY MERCHANDISER, HEATED**

Quantity: One (1)
Installer: Hatco
Model: GRSDS-52D

1. One (1) Hatco Model No. GRSDS-52D
 Glo-Ray® Merchandising Warmer, countertop, 52" long, (20) rods, pass thru design, with
 (2) shelves, forward-slanted shelves, pre-focused infrared top heat, tempered glass sides,
 stainless steel & aluminum construction, 4" legs, 2725 watts, cULus, UL EPH Classified,
 Made in USA
 NOTE: Sale of this product must comply with Hatco's Minimum Resale Price Policy; consult
 order acknowledgement for details
 One year on-site parts & labor warranty, plus one additional year parts only warranty on
 all Glo-Ray metal sheathed elements
 (2) 120v/60/1-ph, 1400/1325 watts, 11.7/11.0 amps, (2) NEMA 5-15P (domestic voltage)
 SPECIFY ***ADDITIONAL STANDARD DESIGNER COLORS: Must Specify Color On Order
 (available at time of purchase only)
 Open Customer Side, upper, standard
 Open Customer Side, lower, standard

ITEM # 16 **INSTALLATION**

Quantity: One (1) LOT
Manufacturer: Hobart Service Grand Rapids
Model: INSTALL

1. One (1) LOT – Hobart Service Grand Rapids to receive, uncrate, inspect and deliver (1) Structural
 Concepts Air Screen Merchandiser and (3) Hatco heated display merchandisers to Ionia High
 School. They are to meet the truck delivering the Multiteria serving line pieces at Ionia High
 School to help receive, inspect and bring into the serving area. They will set all items in place,
 make connections to serving pieces and make final connections to electrical connections.

Note: Ionia Public Schools is responsible for upgrading electrical requirements to accommodate
all new serving line pieces, heated display merchandisers and refrigerated air screen unit.

ITEM # 17 **INSTALL SCOPE BY DEALER**

Quantity: One (1)
Manufacturer: FSEC (BIDDING DEALER/FOODSERVICE EQUIPMET CONTRACTOR)
Model: INSTALL

BIDDING DEALER TO PROVIDE THE FOLLOWING SCOPE OF WORK AS FOLLOWS:

1. Confirm all utilities for serving line pieces, air screen merchandiser and heated display merchandisers, prior to ordering with owner (electrical work to be handled by school)
 - a. Verify with school Overall size/footprint of serving counters, refrigerated merchandiser and heated merchandisers to ensure proper fit
 - b. Sign off on design submittal drawings after reviewing with school
2. Coordinate with installer to aid in delivery of the serving line and support equipment
3. Oversee the following when on site during installation:
 - a. Receive, uncrate, deliver, and set in place ALL serving line items.
 - b. Remove and dispose of all protective wrapping.
5. Clean and sanitize all work surfaces and make ready for first use by owner
6. Provide operation manuals (electronically to owner)
7. Provide warranty information for all equipment

Not Included in the Scope of Work:

- Startup/Field Demonstration of Equipment (done by local factory representation)

END OF EQUIPMENT SPECIFICATIONS

FORM 4: ACKNOWLEDGEMENT

The undersigned hereby agrees that the Response to the RFP is a legal and binding offer and the undersigned, on behalf of its Firm, agrees to furnish and deliver the services in accordance with the terms, conditions and prices herein quoted.

Firm Name:

Signed By (no electronic):

Print Name:

Title:

Date:

Address:

Phone Number:

E-mail:

FORM 5: NON-COLLUSION AFFIDAVIT

STATE OF _____

_____ COUNTY

The undersigned offeror or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be offered by any person nor to prevent any person from making an offer nor to induce anyone to refrain from making an offer and that this offer is made without reference to another offer.

Offeror (Firm)

Signature of Offeror or Agent

Subscribed and sworn to before me this _____ day of _____, _____

My Commission Expires: _____

Notary Public

County of Residence _____

Source: IC 5-22-16-6

FORM 6: HISTORICALLY, UNDERUTILIZED BUSINESS (HUB) CERTIFICATION

Proposing companies that have been certified as Historically Underutilized Business (HUB) entities are encouraged to indicate their HUB status when responding to this Proposal Invitation. The electronic catalogs will indicate HUB certifications for vendors that properly indicate and document their HUB certification on this form. Please submit a copy of your HUB Certificate with this form, if applicable.

_____ I certify that my company has been certified as a Historically Underutilized Business (HUB) in the following categories: (Please check all that apply)

____ Minority Owned Business

____ Small Business

____ Women Owned Business

____ My company has NOT been certified as a Historically Underutilized Business (HUB)

Company Name

Signature of Authorized Company Official

**FORM 7: 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, 13 CFR Part 145. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211). Copies of the regulations are available from local offices of the U.S. Small Business Administration.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS BELOW)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for disbarment, 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 to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Business Name:

Date:

By: _____
Name and Title of Authorized Representative

Signature of Authorized Representative

INSTRUCTIONS FOR CERTIFICATION

By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

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.

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.

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 rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations (13CFR Part 145).

The prospective lower tier participant agrees by submitting this proposal 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.

The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it 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 Non-procurement List.

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. 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.

**FORM 8: CERTIFICATION REQUIRED FOR GRANTS, SUBGRANTS, COOPERATIVE AGREEMENTS, AND
CONTRACTS EXCEEDING \$100,000 IN FEDERAL FUNDS**

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

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

1. No Federal appropriated funds have been paid or will be paid or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a 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 grant 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 covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

Business Name:

Date:

By: _____
Name and Title of Authorized Representative

Signature of Authorized Representative

**FORM 9: COMPLIANCE CERTIFICATION TO EPA REGULATIONS APPLICABLE TO GRANTS, SUBGRANTS,
COOPERATIVE AGREEMENTS, AND CONTRACTS EXCEEDING \$100,000 IN FEDERAL FUNDS**

I, _____ the Proposer, in connection the RFP for produce distribution, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as amended (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14(l) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

COMPANY _____

ADDRESS _____

CITY, STATE, ZIP CODE _____

PHONE _____

SIGNATURE

DATE

TITLE

PRINTED NAME OF ABOVE

FORM 10: IRAN ECONOMIC SANCTIONS ACT CERTIFICATION

I am the _____ (Title) of _____ (Bidder), or I am bidding in my individual capacity ("Bidder"), with authority to submit a binding bid for the Ionia High School serving line equipment for Ionia Public Schools. I have personal knowledge of the matters described in this Certification, and I am familiar with the Iran Economic Sanctions Act, MCL 129.311, et seq. ("Act"). I am fully aware that the school district will rely on my representations in evaluating bids.

I certify that Bidder is not an Iran-linked business, as that term is defined in the Act. I understand that submission of a false certification may result in contract termination, ineligibility to bid for three (3) years, and a civil penalty of \$250,000 or twice the bid amount, whichever is greater, plus related investigation and legal costs.

(signature)

(printed)

(date)