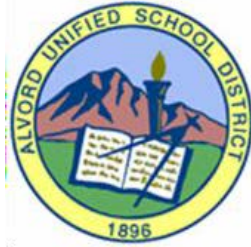


# ALVORD UNIFIED SCHOOL DISTRICT

## PURCHASING DEPARTMENT



### BID NO. CNS-2018-19 CHILD NUTRITION SERVICES PURCHASE OF PAPER GOODS, BREAD, DRY GOODS, AND SUPPLIES

#### BID DUE DATE AND TIME

May 31, 2018 at 2:00 p.m.

#### SUBMIT SEALED BIDS TO:

Alvord Unified School District  
9 KPC Parkway, 3<sup>rd</sup> Floor, Purchasing  
Corona, CA 92879  
Phone: 951-509-5040

ATTN: Kevin Emenaker,  
Executive Director, Administrative Services  
E-Mail: [kevin.emenaker@alvordschools.org](mailto:kevin.emenaker@alvordschools.org)

*All prospective vendors are hereby instructed not to contact any District staff member other than the noted contact above regarding this bid at any time during the bidding process. Any such contact may be cause for rejection of your bid.*

***Interested Parties Should Contact the District Representative Above to Request Bid Package or Information***

## NOTICE CALLING FOR BIDS

District: Alvord Unified School District

Bid Number and Title: CNS-2018-19 Child Nutrition Services Purchase of Paper Goods, Bread, Dry Goods, and Supplies

**Bid Deadline: May 31, 2018 at 2:00 p.m.**

Place of Bid Receipt: Alvord Unified School District  
Purchasing Department  
9 KPC Parkway, 3rd Floor  
Corona, CA 92879

NOTICE IS HEREBY GIVEN that the Alvord Unified School District, County of Riverside, California, hereafter referred to as "District", acting by and through its Governing Board, will receive bids up to, but not later than, the above stated bid deadline, sealed bids at the location identified above, for the award of referenced project.

Sealed bids shall be made on the Bid Proposal Form furnished by the District and included with the Bid Documents. Envelopes shall bear on the outside, the bid number and closing date and time. It is the bidders' sole responsibility to ensure their bids are received at the location specified in this Notice, no later than the date and time specified. Any bids received after the scheduled closing time for receipt of bids will be returned to the bidder unopened. Bids shall be opened and publicly read.

**Bid Documents will be available at a no charge, beginning May 11, 2018**, from Alvord Unified School District, Mr. Kevin Emenaker, Administrative Services Department, 9 KPC Parkway, 3<sup>rd</sup> floor purchasing, Corona, CA 92879, Phone: (951) 509-5040, or E-Mail: [kevin.emenaker@alvordschools.org](mailto:kevin.emenaker@alvordschools.org). Bid Docs will also be posted at [www.ausdnutrition.org](http://www.ausdnutrition.org) on the Bid Documents folder.

The District Board of Education reserves the right to reject any and all bids. No bidder may withdraw their bid for a period of sixty (60) days after the date set for the opening of bids. Refer to the formal Bid Documents and specifications for additional information, terms, and conditions.

The DISTRICT reserves the right to reject any or all bids, to accept or reject any one or more items of a bid, or to waive any irregularities or informalities in any bids or in the bidding process.

Please direct inquiries to Kevin Emenaker, via telephone: (951) 509-5040.

Publication: Press Enterprise  
Publication Dates: May 11, 2018 and May 18, 2018

## **INSTRUCTIONS TO BIDDERS & GENERAL CONDITIONS**

### **Definition:**

This bid contains a two part bid form that constitute the complete bid form, comprised of the Bid Proposal Form Cover Sheet and Exhibit "A" Itemized Bid Proposal Form. Where only one form may be referenced, or referred to as the Bid Proposal Form, both parts of the complete bid form are intended, whether stated or not.

1. **BID DEADLINE** – District will receive **sealed** bids from bidders as stipulated in the Notice Calling for Bids.

The District will place a clock ("the District Clock") in a conspicuous location at the place stipulated for submittal of bids. For purposes of determining the time that a bid is submitted, the District Clock shall be controlling. The foregoing notwithstanding, whether or not bids are opened exactly at the time fixed in the Notice Calling for Bids, no bid shall be received or considered by the District after the scheduled closing time for receipt of bids and are non-responsive and will be returned to the bidder unopened.

2. **BID SUBMITTAL** – Bidders must submit bids on the Bid Proposal Form and all other required District forms and information. Bids not submitted on the District's required forms shall be deemed non-responsive and shall not be considered. All blanks on the Bid Proposal Form must be appropriately completed. Additional sheets required to fully respond to requested information are permissible.

Sealed envelopes shall bear on the outside, the bidder's name and address along with the bid number and title and the date and time of the bid opening.

**It is the bidders' sole responsibility to ensure their bids are received at the location specified in the Notice Calling for Bids, no later than the date and time specified. The District will not be responsible for lost or misdirected mail. Any bids received after the scheduled closing time for receipt of bids will be returned to the bidder unopened.** Postmarks prior to this hour will not suffice.

Bids shall be opened and publicly read.

**No oral, telephone, faxed bids, or modifications to District forms will be considered.**

District reserves the right in its sole discretion to reject any bid as non-responsive as a result of any error or omission in the bid. **Bidders must complete and submit all of the following documents with the Bid Proposal Form:**

1. **Bid Proposal Form Cover Sheet (with Signature)**
2. **Exhibit "A" Itemized Bid Proposal Form**
3. **Non-Collusion Affidavit**
4. **Suspension and Debarment Certification Form**
5. **Certification Regarding Lobbying Form**
6. **Disclosure of Lobbying Activities Form**
7. **Contractor's Certificate regarding Drug Free Work Place**

- 8. **Contractor's Certificate Regarding Alcoholic Beverage and Tobacco-Free Campus Policy**
- 9. **Contractor's Certificate Regarding Worker's Compensation**
- 10. **Clean Air and Water Certification**
- 11. **Piggyback Clause, Sign Article 41 and Submit with Bid**

- 3. **PREPARATION OF BIDS** – A hard copy must be submitted in ink or typewritten on the Bid Proposal Form only. Bidders are requested to enter their firm name where designated on all forms. **All bids must be signed by a responsible officer or employee fully authorized to bind the organization to the terms and conditions herein.** Obligations assumed by such signature must be fulfilled.
- 4. **NO BID** – In the event bidder does not desire to bid, but wants to be considered for future bids, bidder should submit a "NO BID" on the Bid Proposal Form.
- 5. **MODIFICATIONS** – Changes or additions to the Bid Proposal Form, alternate bids, or any other modifications of the Bid Proposal Form which are not specifically called for in the Bid Documents may result in the District's rejection of the bid as not being responsive to the invitation to bid.
- 6. **ERRORS OR CORRECTIONS** – No erasures permitted. Mistakes may be crossed out and corrections inserted adjacent to the line but must be initialed in ink by the person signing the bid. In the event of inconsistency between words and figures or numerals in the bid, words shall control figures and numerals. Bids are to be verified before submission as they cannot be corrected, altered or withdrawn after being opened, or specified withdrawal time period has elapsed. If the District determines that any bid is unintelligible, illegible, or ambiguous, the District may reject such bid as not being responsive. The District reserves the right to reject any bid containing erasures or deletions.
- 7. **PRICES** – Bid each item separately on the Bid Proposal Form. Prices must be stated in the units specified. Bidders must bid showing unit price and extension (where applicable). In case of error in computations, the unit price shall prevail over extension. Prices should be quoted net delivered cost.

Pricing shall be inclusive of all and any cost charged to the District, including cost of manufacture, packing, preservations, marking, handling, loading/unloading, removal of debris, unused equipment and supplies, among others, through the agreement period.

Do not include California Sales Tax or Use Taxes in unit prices. The tax will be added and paid for by the District. Prompt payment terms will not influence the award of this bid (except in case of tie bids).

- 8. **EXAMINATION OF BID DOCUMENTS AND SITE** – Before submitting a bid, each bidder shall examine (as applicable) the drawings, read the specifications of the bid and all other related documents. The bidder shall visit the site of the proposed work, examine the building or buildings, if any, and determine actual conditions present. Bidders shall fully inform themselves of all conditions, in, at, and about the site, the building(s) or grounds, and all requirements of the bid. Bidders that visit a District site shall notify the District contact listed in this document **PRIOR** to visiting the site.

Additionally, the District, at their sole discretion, may schedule a mandatory or non-mandatory conference and site visit for the benefit of bidders.

9. **INTERPRETATION OF BID DOCUMENTS, PRE-BID REQUESTS FOR INFORMATION, AND ADDENDA** – All questions about the meaning or intent of the Bid Documents are to be directed in writing (typed or legibly printed) to the District, using the Pre-Bid Request for Information (RFI) included in the Bid Documents, via e-mail only. Interpretations or clarifications considered necessary by the District in response to such questions will be issued in writing by Addenda e-mailed, posted to the bid documents folder on [www.ausdnutrition.org](http://www.ausdnutrition.org) or delivered to all parties recorded by the District as having received the Bid Documents. **Questions received less than three (3) calendar days prior to the date for opening of bids may not be answered. Only questions answered by formal written District issued Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.**

Addenda may also be issued to modify other parts of the Bid Documents as deemed advisable by the District.

Each bidder must acknowledge each Addendum issued by the District in its proposal on the Bid Proposal Form by number or its bid shall be considered non-responsive. Each Addendum shall be part of the Contract Documents. A complete listing of Addenda may be secured from the District.

Failure to request information, interpretation, or clarification, of any portion of the Bid Documents pursuant to the foregoing is a waiver of any discrepancy, defect, or conflict therein.

10. **WITHDRAWAL OF BIDS** –

- Prior to Scheduled Closing Time – Any person may withdraw his bid personally or by written request at any time prior to the scheduled closing time for receipt of bids. If bid security is applicable to the bid, the bid security for a bid withdrawal prior to the scheduled closing date and time for receipt of bids, in accordance with this paragraph, shall be returned by the District.
- After Scheduled Closing Time – Pursuant to Public Contract Code Section 5101, a bidder shall not be relieved of the bid unless by consent of the District nor shall any changes be made in the bid because of mistake or error. The bidder shall have five (5) working days from the date of the bid to notify the District in writing and specify in the notice how the mistake(s) occurred. Bidder's writing notification to the District must be signed by a responsible officer or employee fully authorized to bind the organization. The bidder must establish the following criteria in the notice:
  1. A mistake was made.
  2. Written Notice was given to the District within five (5) working days from the date of the bid opening.

3. The mistake was made in filling out the bid and not due to error in judgment or to carelessness in reading the Bid Documents in the entirety or inspecting the site.

If the District deems it is for its best interest, it may, on refusal or failure of the successful bidder to execute the Agreement, the District has the option to award the contract to the next lowest responsive bidder.

No bidder may withdraw any bid for a period of **sixty (60)** calendar days **after** the date set for the opening of bids.

11. **BRANDS** – Brand names and/or specifications are given for descriptive purposes to indicate the quality, utility and capabilities desired by the District; the specifications are not intended to restrict competition. It shall be understood that bidder is bidding on the items specified unless bidder states specifically in the bid that the brand, make or item proposed is not as requested. Alternate brands, which are different from those specified, shall be considered for award provided that the same quality, utility and capabilities as those specified are available as determined solely by the District. **Throughout the Contract Documents, whenever equipment, material, or supply, is designated, product, thing, or service by specific brand name shall be considered to be followed by the words “or equal” whether written or not.**

Each bidder shall indicate, in the space provided on the Bid Proposal Form, the brand/manufacturer's name and model/catalog number for each item listed. **Failure to comply with the requirements of this paragraph shall cause the bid to be considered non-responsive.**

12. **SUBSTITUTIONS AND SAMPLES** – All items bid must conform to the specifications set forth in these bid documents. The District reserves the right to reject all bids that do not conform to the specifications. When bidding on brands other than those specified, the bidder must state on the bid the brand, quality, model number, or other trade designation on each item bid other than "as specified."

**Complete descriptive cut sheets, technical data, Product Formulation Statements and information describing any alternate brands offered must be submitted with the bid.**

District reserves the right to evaluate by demonstration, any alternate offer, to determine if alternate offer meets specifications. Suitability and valuation of “equals” rests in the sole discretion of the District.

Where samples are requested they must be furnished free of any charges to the District. Any sample or evaluation equipment submitted must be clearly marked in such a manner that the marking is fixed, so that the identification of the sample and/or evaluation equipment is assured. Such markings shall state (1) name of bidder, (2) number of bid, and (3) item number. Samples will be returned at bidder's expense provided a request accompanies the samples and provided further that samples are not destroyed by tests.

13. **“BUY AMERICAN” PROVISION:** Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 (Public Law 105-336) added a new provision,

Section 12(n) of the NSLA (42 USC 1760(n)), requiring School Food Authorities to purchase domestically grown and processed foods, to the maximum extent practicable. Pursuant to 7 CFR Part 210.21(d), the term “domestic commodity or product” means:

- (a) An agricultural commodity that is produced in the United States; and
- (b) A food product that is processed in the United States substantially (51% or more) using agricultural commodities that are produced in the United States.

It is therefore required that bidders responding to this Request for Proposals indicate whether products offered on this proposal meet the definition of “domestic commodity or product” as stated immediately above. Indication shall be made on the Proposal Worksheet (Excel Spreadsheet) as part of the response to this proposal:

The successful bidder shall provide documented proof of compliance with this provision at the request of the District.

- 14. **REFERENCES** – Bidders may be requested to furnish as references a list of customers in the general location of the District who have purchased like equipment within a three (3) year period prior to the closing date of this bid. In addition, bidder may be required to provide proof of financial responsibility to the District, if requested.
- 15. **BID EVALUATION** – The District specifically reserves the right to evaluate, in its absolute discretion, the total bid of the bidder and to judge the representation of bidder so as to select equipment, materials, supplies, and/or services, which meets the specifications of the District.
- 16. **SMALL BUSINESS AND MINORITY, WOMAN, AND DISABLED VETERAN BUSINESS ENTERPRISE (MWDVBE)** – The District encourages procurement opportunities for minority, women and disabled veteran owned businesses enterprises by participation in District solicitations and submittal bid proposals based upon their capacity to perform the requirements of the bid. Award of bid is based on Article 16.
- 17. **AWARD OF BID** – The District reserves the right to reject any or all bids, waive irregularities or informalities in any bids or the bidding per Public Contract Code Section 20111(3), add or delete quantities listed on the Bid Proposal Form, and to solely make its selection of items awarded based upon compliance with District specifications by the lowest responsive bidder offering a proposal meeting District specifications. Failure to comply with any of the instructions stated or to provide all required information in the bid may result in rejection of a bid as non-responsive. On or about the bid opening date, the District will issue its Notice of Intent to Award to the apparent lowest responsive and responsible bidder. Award of bid, if made by the District, will be by action of the Governing Board of Education of the Alvord Unified School District and to the lowest responsive and responsible bidder.

It is understood and agreed that the District guarantees no minimum amount of quantities to be ordered. Unlimited orders within the term of the contract shall be allowed to the awarding district at prices quoted.

- **The District reserves the right to award each item individually, by groups of line items, or not award a line item(s).**

If two (2) or more identical low bids are received from responsive bidders, the District will determine which bid will be accepted by lot pursuant to Public Contract Code Section 20117.

All bids shall remain open, valid and subject to acceptance for **sixty (60)** calendar days after the bid opening.

18. **BID PROTEST** – Any bidder submitting a bid proposal to the District may file a protest of the District's intent to award the Contract provided that each and all of the following are complied with:

1. The bid protest is in writing;
2. The bid protest is submitted to the District before 4:30 p.m. of the FIFTH (5<sup>th</sup>) business day following the bid opening; and
3. The written bid protest sets forth, in detail, all grounds for the bid protest, including without limitation all facts, supporting documentation, legal authorities and argument in support of the grounds for the bid protest; any matters not set forth in the written bid protest shall be deemed waived. All factual contentions must be supported by competent, admissible and creditable evidence.

Any bid protest not conforming to the foregoing shall be rejected by the District as invalid. Provided that a bid protest is filed in strict conformity to the foregoing, the District's Superintendent or designee shall review and evaluate the basis of the bid protest. The District's Superintendent or designee shall provide the bidder submitting the bid protest with a written statement concurring with or denying the bid protest. The District's Board of Education will render a final determination and disposition of a bid protest by taking action to adopt, modify, or reject, the disposition of a bid protest as reflected in the written statement of the Superintendent, or designee. Action by the District's Board of Education relative to a bid protest shall be final and not subject to appeal or reconsideration. Action by the Board of Education to adopt, modify, or reject, the disposition of the bid protest reflected in such written statement shall be express conditions precedent to the institution of any legal or equitable proceedings relative to the bidding process, the District's intent to award the Agreement, the District's disposition of any bid protest or the District's decision to reject all bid proposals. In the event that any such legal or equitable proceedings are instituted and the District is named as a party thereto, the prevailing party(ies) shall recover from the other party(ies), as costs, all attorneys' fees and costs incurred in connection with any such proceeding, including any appeal arising therefrom.

19. **PAYMENT** – Awarded Bidder shall submit invoices from resultant purchase orders to: Alvord Unified School District, Attention: Child Nutrition, Ms. Mary Park, 7377 Jurupa Avenue, Riverside, CA 92504. Invoices may also be emailed to [Mpark@alvordschools.org](mailto:Mpark@alvordschools.org)

Payments are due net thirty (30) days after the District's acceptance of work or delivery of equipment, materials, supplies, or services, in accordance with an itemized invoice for delivery of goods to the required destination and any supporting documentation required by the District.



Payment shall be made on completed shipments only, and any discounts offered by the bidder must allow for payment after receipt and acceptance of materials/equipment/supplies or correct invoice, whichever is later.

The successful bidder must also complete and submit IRS Form W-9 "Request for Taxpayer Identification Number and Certification" to the District prior to issuance of a purchase order.

20. **PURCHASE ORDER** – The purchase order is intended to evidence intent to purchase equipment, materials, supplies, and/or services for the scope of products and work under this bid. The terms and conditions of the purchase order shall be included as part of this contract. In case of conflict between the terms and conditions of the Purchase Order and this bid, the terms of this bid shall prevail.

21. **DELIVERY AND INSTALLATION** –

1. Timely delivery is essential. Actual delivery of the equipment, paper goods, supplies or services shall be coordinated with the District or contractor designated by the District but shall not exceed the required delivery dates (RDD) specified on the Bid Proposal Form for each particular product. The District, as a matter of bid non-responsiveness, shall reject all bids (regardless of price) that fail to indicate ability to deliver the product within the required time. **Give careful attention to any Required Delivery Dates (RDD) included in the Bid Documents if/as applicable.** Upon award of bid, supplier shall keep sufficient stocks of product and service material to insure prompt delivery and service schedules. There shall be no minimum quantities required in order for the District to place orders for needed items.
2. Bid all items F.O.B. destination, delivered to various sites within the District. If freight is applicable, bidder shall prepay and add by specifying freight as a non-taxable line item, unless otherwise directed by the District. This shall include relocation and/or removal during the course of the Contract for existing or trade-in equipment being replaced; exceptions may be mutually agreed to.
3. Prior to delivery, all equipment shall be tested and integrated at the bidder's facility. All items found to be faulty shall be replaced prior to delivery, installation and acceptance by the District.
4. There are no District designated receiving and offload staging area at site buildings, other than the District Warehouse.

22. **INSPECTION AND ACCEPTANCE** – All items provided under this bid shall meet or exceed the bid specifications. Inspection and acceptance of all items shall be at destination. Items found to be defective or not in accordance with the bid specifications shall be promptly replaced by the bidder at no cost to the District. Failure to replace said items, in the timeframe required by the District, shall be considered sufficient cause for default action under the DEFAULT provision of this bid and/or resulting Agreement.

23. **VEHICLE DELIVERY CONDITIONS AND PRODUCT QUALITY CONTROL** – All vehicles and containers used for transporting food items must be kept clean and

maintained in good repair and condition in order to protect food from contamination, and must be designated and constructed to permit adequate cleaning and/or disinfection.

Dry items must be received with no tears, punctures, holes, or signs of moisture. Additionally, products shall be delivered free of infestation, including my not limited to larvae and rodent droppings.

Any product that fails to be delivered within these parameters will be rejected.

All products received under award of this bid shall be processed according to the health and sanitation standards for plant facilities and food processing established by the locality or state in which Processor's plant is located or by the applicable federal standards, whichever is higher.

All ingredients must declared on the product label and conform to the Food Allergen Labeling and Consumer Protection Act as required by the Food and Drug Administration. Labels must list the presence of ingredients which contain: protein derived from milk, eggs, fish, crustacean shellfish, tree nuts, peanuts, wheat/gluten, or soybeans.

24. **INSURANCE REQUIREMENTS** – If applicable, the bidder warrants that it shall procure and maintain in full force and effect a policy or policies of insurance in accordance with the following minimum requirements:

1. All insurers must be duly licensed and admitted by the State of California
2. General Liability Insurance for bodily injury and property damage, including accidental death, in the combined single limit of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
3. Workers' Compensation insurance in the amount required by law or a signed exemption and Employer's Liability insurance of not less than \$1,000,000.
4. Automobile Liability insurance per accident for bodily injury and property damage in an amount of not less than \$1,000,000 per occurrence with no annual aggregate limit.
5. Certificates of Insurance, reflecting Alvord Unified School District and its Board of Education as additional insured under all policies, except Worker's Compensation, must be provided prior to issuance of Purchase Agreement. Additional Insured Endorsements are required and should accompany Certificates of Insurance. Certificate of Insurance shall provide thirty (30) day prior written notice of cancellation.
6. All insurance policies shall have a minimum A.M. Best Rating of A- VII or better, except for Workers Compensation liability coverage, the California State Compensation Insurance Fund (State Fund) is acceptable. The District reserves the right to approve other carriers, if found acceptable to the District's Risk Management and/or Consultants.

7. Insurance coverage must be in effect for the duration of any work being performed on District property.
25. **DAMAGE OF DISTRICT PROPERTY** – The Vendor and/or Contractor shall maintain at all times, as required by conditions and progress of work, all necessary safeguards for the protection of employees and the public. In the event of damage caused by any operation associated with the activities of the Vendor and/or Contractor, Vendor and/or Contractor agrees immediately to make all repairs and replacements necessary to the approval of the District, and at no additional cost.
26. **ASSIGNMENT OF THE CONTRACT** – No Contract awarded under this bid shall be assigned without the prior written approval of the District.
27. **CHANGES** – Any changes in specifications or volume shall be approved only by Purchasing Department personnel, or as authorized by the District.
28. **CANCELLATION** – The District reserves the right to cancel this Agreement by thirty (30) days written notice to bidder. Reason for cancellation would include, but not be limited to, failure of vendor to perform in a timely manner or unacceptable quality of service/equipment.
29. **CANCELLATION FOR INSUFFICIENT OR NON-APPROPRIATED FUNDS** – The bidder hereby agrees and acknowledges that monies utilized by the District to purchase the items bid is public money appropriated by the State of California or acquired by the District from similar public sources and is subject to variation. The District fully reserves the right to cancel this bid at any time and/or to limit quantities of items due to non-availability or non-appropriation of sufficient funds.
30. **DEFAULT** – When any contractor or vendor shall fail to deliver any article or service or shall deliver any article or service which does not conform to the specifications and delivery requirements, the District may, at its sole discretion, annul and set aside the contract entered into with said vendor or contractor, either in whole or in part, and make and enter into a new contract for the same items in such manner as seems to the Board of Education to be to the best advantage of the District. Any failure for furnishing such articles or services by reason of the failure of the vendor or contractor, as above stated, shall be a liability against such vendor and his sureties. The Board of Education reserves the right to cancel any articles or services which the successful bidder may be unable to furnish because of economic conditions, governmental regulations or other similar causes beyond the control of the bidder provided satisfactory proof is furnished to the Board or Education, if requested.
31. **ANTI-DISCRIMINATION** – It is the policy of Alvord Unified School District Board of Education that in connection with all work or services performed for the District, there be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, religious creed, sex, age or marital status, and therefore, the bidder agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment Practice Act beginning with Labor Code Sections 1410 and 1735. In addition, the bidder agrees to require like compliance by all subcontractors employed by him.
32. **CONDUCT** – All equipment, materials, supplies, and services, provided under the bid are to be performed in a good workmanlike manner. Vendor, Supplier, Contractor,

Contractor's employees, Subcontractors, Subcontractors' employees, or any person associated with deliveries, installation, or any work associated with this bid shall conduct themselves in a cooperative manner appropriate for a school and/or public site. No verbal or physical contact with neighbors, students, and faculty, profanity, or inappropriate attire or behavior will be permitted. Verbal contact includes, but is not limited to, whistling at or initiating conversation with personnel not associated with the delivery, installation, and/or any work that may be associated with this bid. District may permanently remove non-complying persons from the site/property.

33. **HOLD HARMLESS PROVISION** – The vendor shall save, defend, hold harmless and indemnify the District against any and all liability, claim, and costs of whatsoever kind and nature for injury to or death of any person and for loss or damage to any property occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operations, or performance under the terms of this contract, resulting in whole or in part from the negligent acts or omissions of vendor, its officers, subcontractor, or any employee, agent, or representative of vendor and/or subcontractor.
34. **PATENTS, ETC.** – The vendor shall hold the Alvord Unified School District, its officers, agents, employees, and volunteers harmless and free from liability of any nature or kind on account of use (by publisher, manufacturer, or author) of any copyrighted or non-copyrighted composition, secret process, patented invention, article or appliance furnished or used under this bid.
35. **VENDOR/CONTRACTOR NOT OFFICER, EMPLOYEE, OR AGENT OF DISTRICT** – While engaged in carrying out other terms and conditions of the purchase order, the Vendor and/or Contractor is an independent Vendor and/or Contractor, and not an officer, employee, agent, partner, or joint venture of the District.
36. **GOVERNING LAW** – This contract shall be construed and interpreted according to the laws of the State of California, in a court of competent jurisdiction in the County of Riverside.

Each and every provision of law and clause required by law to be inserted in this bid document shall be deemed to be inserted herein and this bid shall be read and enforced as though it were included herein. Bidder is fully responsible for all city, county, state, and/or federal rules and ordinances.

37. **TERM OF AGREEMENT, PRICE GUARANTEE, MULTI-YEAR EXTENSIONS** – Minimum agreement term is one (1) year. Quoted prices for the initial purchase and additional Food, Paper Goods, and Supply purchases must remain in effect for one (1) year after date of award of bid by the District's Board of Education, and may be extended upon mutual consent of the District and Vendor for an additional two (2) one year periods, in accordance with the provisions contained in Educational Code Sections 17596 (K-12) and 81644 (Community Colleges). Total potential life of bid is three (3) years from the initial date of award by the District Board of Education.

Price increases may be negotiated, in writing, **subject to existing local market conditions, and as determined by the Los Angeles Producer Price Index (PPI), but may never exceed five percent (5%), whichever is lower. Accordingly, bidder**

**pricing is the basis for potential price increases for three (3) years from date of award by the Board of Education.**

In the event of a general price decrease the District reserves the right to revoke the bid award unless the decrease is passed on to the District.

- 38. **ADDITIONAL PURCHASE OPTION** – The District may purchase additional quantities at the prices established in this bid during the term of the Contract.
- 39. **NO MINIMUM OR MAXIMUM QUANTITIES, ORDER CHARGES, OR LIMITATIONS** – The District anticipates agreement term requirements for the equipment listed in the quantities shown on the bid form. The District; however, does not guarantee orders in these amounts nor shall the District be required to limit its orders only to those figures. This is an indefinite quantity bid. Bidders shall not specify minimum or maximum quantities, or charges for specific order types. Unlimited orders within the term of the agreement shall be allowed to the awarding District and/or Districts represented by this bid at the prices quoted.
- 40. **TECHNOLOGY CLAUSE** – As technology advances, it is understood that improved or enhanced products may supersede existing products in both price and performance and yet be essentially similar. This request for bids seeks to address the rapid advances in technology by allowing functionally similar or identical products that may be introduced in the future, during the term of this bid, to be included under the general umbrella of compatible product lines and are thus specifically included in this bid document.
- 41. **PIGGYBACK CLAUSE** – For the term of the Contract and any mutually agreed extensions pursuant to this request for bids, **at the option of the vendor**, other school districts and community college districts, any public corporation or agency, including any county, city, town or public corporation or agency within the State of California, may purchase, lease-purchase, or rent the identical item(s) at the same price and upon the same terms and conditions pursuant to Sections 20118 (K-12) and 20652 (Community Colleges) of the Public Contract Code.

The Alvord Unified School District waives its right to require such other districts and offices to draw their warrants in the favor of the district as provided in said Code Sections.

**Acceptance or rejection of this clause will not affect the outcome of this bid. Please initial either “option granted” or “option NOT granted”.**

Piggyback option granted: \_\_\_\_\_  
(Please Sign)

Piggyback option NOT granted: \_\_\_\_\_  
(Please Sign)

**END OF INSTRUCTIONS TO BIDDERS AND GENERAL CONDITIONS**

**NON-COLLUSION AFFIDAVIT  
Public Contract Code Section 7106**

**TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID**

STATE OF CALIFORNIA                     )  
  ) ss.  
COUNTY OF \_\_\_\_\_)

\_\_\_\_\_ being first duly sworn deposes and says that he or she is \_\_\_\_\_ of \_\_\_\_\_, the Bidder making the foregoing Bid that the Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Bid is genuine and not collusive or sham; that the Bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Bid price of the Bidder or any other bidder, or to fix any overhead, profit, or cost element of the Bid price, or of that of any other bidder, or to secure any advantage against the District of anyone interested in the proposed Contract; that all statements contained in the bid are true; and, further, that the Bidder has not, directly or indirectly, submitted his or her Bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

I certify and declare under penalty of perjury under the laws of the State of California that all the foregoing information in this Non-Collusion Affidavit is true and correct.

Date: \_\_\_\_\_  
Proper Name of Bidder: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**(ATTACH NOTARIAL ACKNOWLEDGMENT FOR THE ABOVE SIGNATURE)**

## CERTIFICATE OF INDEPENDENT PRICE DETERMINATION

Both the Bidder and Alvord Unified shall execute this Certificate of Independent Price Determination.

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Name of Bidder

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Alvord Unified

- A. By submission of this offer, the offer or (Alvord Unified) 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 the case of an advertised 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 offeror 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 and 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 (provide detail):

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|  |       |      |
|--|-------|------|
| Signature of Bidder<br>Authorized Representative | Title | Date |
|--|-------|------|

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

|  |       |      |
|--|-------|------|
| Signature of Alvord Unified<br>Authorized Representative | Title | Date |
|--|-------|------|

**Note: Accepting a Respondent's offer does not constitute award of the contract**

### **End of Certificate of Independent Price Determination**



## SUSPENSION AND DEBARMENT CERTIFICATION U.S. DEPARTMENT OF AGRICULTURE

INSTRUCTIONS: SFA to obtain from any potential vendor or existing contractor for all contracts in excess of \$100,000. This form is required each time a bid for goods/services over \$100,000 is solicited or when renewing/extending an existing contract exceeding \$100,000 per year (Includes Food Service Management and Food Service Consulting Contracts).

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 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, *Federal Register* (pages 4722 – 4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is 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 to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

\_\_\_\_\_  
Name of School Food Authority

\_\_\_\_\_  
Agreement Number

Potential Vendor or Existing Contractor (Lower Tier Participant):

\_\_\_\_\_  
Vendor

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

## **INSTRUCTIONS FOR CERTIFICATION**

1. By signing and submitting this form, the prospective lower tier participant (one whose contract for goods or services exceeds the Federal procurement small purchase threshold fixed at \$100,000) 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 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.
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 Transactions,” 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 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 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.

**End of  
Suspension and Debarment Certification  
U.S. Department Of Agriculture**

## CERTIFICATION REGARDING LOBBYING

INSTRUCTIONS: To be completed and submitted ANNUALLY by  any child nutrition entity receiving Federal reimbursement in excess of \$100,000 per year and  potential or existing contractors/vendors as part of an original bid, contract renewal or extension when the contract exceeds \$100,000.

|  |
|--|
| Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts<br>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 a 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 or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of 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.

|   |            |                   |
|---|------------|-------------------|
| Name of School Food Authority Receiving Child Nutrition Reimbursement In Excess of \$100,000: |            | Agreement Number: |
| Address of School Food Authority:   |            |                   |
| Printed Name and Title of Submitting Official:  | Signature: | Date:             |

OR

|   |            |                   |
|---|------------|-------------------|
| Name of Food Service Management or Food Service Consulting Company: |            |                   |
| Printed Name and Title:   | Signature: | Date:             |
| Name of School Food Authority:                                      |            | Agreement Number: |

**End of  
Certification Regarding Lobbying**

**DISCLOSURE OF LOBBYING ACTIVITIES**  
 Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
 (See Instructions for public burden disclosure)

|  |  |   |
|--|--|---|
| <b>1. Type of Federal Action:</b><br><br>a. Contract<br>b. Grant<br>c. Cooperative Agreement<br>d. Loan<br>e. Loan Guarantee<br>f. Loan Insurance  | <b>2. Status of Federal Action:</b><br><br>a. Bid/offer/application<br>b. Initial award<br>c. Post-award                           | <b>3. Report Type:</b><br><br>a. Initial filing<br>b. Material change<br><br><b>FOR MATERIAL CHANGE ONLY:</b><br><br>Year: _____ Quarter: _____ |
| <b>3. Name and Address of Reporting Entity:</b><br><br><div style="text-align: center;">           Prime                  Subawardee<br/>           Tier _____, if known         </div><br>Congressional District, if known: | <b>• If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</b><br><br><br>Congressional District, if known: |   |
| <b>• Federal Department/Agency:</b>  | <b>• Federal Program Name/Description:</b><br><br>CFDA Number, if applicable:  |   |
| <b>• Federal Action Number, if known:</b>  | <b>• Award Amount, if known:</b><br>\$   |   |
| <b>• a. Name and Address of Lobbying Entity (if individual, last name, first name, MI):</b>  | <b>10. b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):</b>           |   |

(attach Continuation Sheet(s) if necessary)

|  |   |
|--|---|
| <p>• <b>Amount of Payment (check all that apply):</b></p> <p>\$ _____ actual planned</p> | <p>• <b>Type of Payment (check all that apply):</b></p> <p>Retainer<br/>One-time fee<br/>Commission<br/>Contingent fee<br/>Deferred<br/>Other; specify: _____</p> |
|--|---|

|  |  |
|--|--|
| <p>• <b>Form of Payment (check all that apply):</b></p> <p>Cash<br/>In-kind; specify:<br/>Nature _____<br/>Value _____</p> |  |
|--|--|

• **Brief description of services performed or to be performed and date(s) of service, including officer(s), employees(s) or member(s) contacted, for payment indicated in No. 11:**

(Attach Continuation Sheet(s) SF-LLL-A, if necessary)

**15. Continuation Sheet(s) SF-LLL-A attached: Yes No**

|  |  |
|--|--|
| <p><b>16. Information requested through this form is authorized by Title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</b></p> | <p><b>Signature:</b> _____</p> <p><b>Print Name:</b> _____</p> <p><b>Title:</b> _____</p> <p><b>Telephone No:</b> ( _____ ) _____ <b>Date:</b> _____</p> |
|--|--|

|                                 |   |
|---------------------------------|---|
| <p><b>Federal Use Only:</b></p> | <p><b>Authorized for local reproduction<br/>Standard Form - LLL</b></p> |
|---------------------------------|---|

## INSTRUCTIONS FOR COMPLETION OF SF LLL, DISCLOSURE OF LOBBYING ACTIVITIES

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. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all sections 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 follow-up 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 1<sup>st</sup> tier. Subawards include but are not limited to subcontracts, subgrants, and contract awards under grants.
5. If the organization filing the report in No. 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 (No. 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 No. 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the 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 No. 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 No. 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 No. 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 (No. 4) to the lobbying entity (No. 10).
12. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
13. 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.
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 instruction, 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, D.C. 20503

**End of Disclosure of Lobbying Activities**



**CONTRACTOR'S CERTIFICATE  
REGARDING DRUG-FREE WORKPLACE**

This Drug-Free Workplace Certification form is required from all successful Proposers pursuant to the requirements mandated by Government Code sections 8350 et. seq., the Drug-Free Workplace Act of 1990. The Drug-Free Workplace Act of 1990 requires that every person or organization awarded a contract or grant for the procurement of any property or service from any State agency must certify that it will provide a drug-free workplace by performing certain specified acts. In addition, the Act provides that each contract or grant awarded by a State agency may be subject to suspension of payments or termination of the contract or grant, and the CONTRACTOR or grantee may be subject to debarment from future contracting, if the contracting agency determines that specified acts have occurred.

Pursuant to Government Code section 8355, every person or organization awarded a contract or grant from a State agency shall certify that it will provide a drug-free workplace by doing all of the following:

- 1) Publishing a statement, notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or organization's workplace, and specifying actions which will be taken against employees for violations of the prohibition;
- 2) Establishing a drug-free awareness program to inform employees about all of the following:
  - a) The dangers of drug abuse in the workplace;
  - b) The person's or organization's policy of maintaining a drug-free workplace;
  - c) The availability of drug counseling, rehabilitation and employee-assistance programs; and
  - d) The penalties that may be imposed upon employees for drug abuse violations;
- 3) Requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required by subdivision (a) and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of Government Code section 8355 listed above and will (a) publish a statement notifying employees concerning the prohibition of controlled substance at the workplace, (b) establish a drug-free awareness program, and (c) require each employee engaged in the performance of the contract be given a copy of the statement required by section 8355(a) and require such employee agree to abide by the terms of that statement.

I also understand that if the DISTRICT determines that I have either (a) made a false certification herein, or (b) violated this certification by failing to carry out the requirements of section 8355, that the contract awarded herein is subject to termination, suspension of payments, or both. I further understand that, should I violate the terms of the Drug-Free Workplace Act of 1990, I may be subject to debarment in accordance with the requirements of sections 8350 et. seq.

I acknowledge that I am aware of the provisions of Government Code sections 8350 et. seq. and hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act of 1990.

DATE: \_\_\_\_\_

\_\_\_\_\_  
CONTRACTOR

By: \_\_\_\_\_  
SIGNATURE

**CONTRACTOR'S CERTIFICATE REGARDING  
ALCOHOLIC BEVERAGE AND TOBACCO-FREE CAMPUS POLICY**

The CONTRACTOR agrees that it will abide by and implement the DISTRICT's

Alcoholic Beverage and Tobacco-Free Campus Policy, which prohibits the use of alcoholic beverages and tobacco products, at any time, on DISTRICT-owned or leased buildings, on DISTRICT property and in DISTRICT vehicles. The CONTRACTOR shall procure signs stating "ALCOHOLIC BEVERAGE AND TOBACCO USE IS PROHIBITED" and shall ensure that these signs are prominently displayed in all entrances to school property at all time

DATE: \_\_\_\_\_

\_\_\_\_\_

CONTRACTOR

By: \_\_\_\_\_

SIGNATURE

**CONTRACTOR'S CERTIFICATE REGARDING  
WORKER'S COMPENSATION**

(To be Executed by Vendor and Submitted with Proposal)

Labor Code section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this State.
  
- (b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees.

I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of work of this contract.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Type or Clearly Print Name of Above

\_\_\_\_\_  
Title of Authorized Representative

(In accordance with article 5 (commencing at section 1860), chapter 1, part 7, division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

## CLEAN AIR AND WATER CERTIFICATION

Applicable if the contract exceeds \$100,000 or the Contracting Officer has determined that the orders under an indefinite quantity contract in any one year will exceed \$100,000 or a facility to be used has been the subject of a conviction under the Clean Air Act (41 U.S.C. 1857c-8(c)(1) or the Federal Water Pollution Control Act 33 1319(d) and is listed by EPA or the contract is not otherwise exempt.

---

Name of Vendor Company

### **THE VENDOR AGREES AS FOLLOWS:**

- A. To comply with all the requirements of Section 114 of the Clean Air Act, as amended (41 U.S.C. 1857, et seq., as amended by Public Law 91-604) and Section 308 of the Federal Water Pollution Control Act (33 U.S.C. 1251, et seq., as amended by Public Law 92-500), respectively, relating to inspection, monitoring, entry, reports and information as well as other requirements specified in Section 114 and Section 308 of the Air Act and the Water Act, respectively, and all regulations and guidelines issued there under before the award of this contract.
- B. That no portion of the work required by this prime contract will be performed in a facility listed on the Environmental Protection Agency List of Violating Facilities on the date when this contract was awarded unless and until the EPA eliminates the name of such facility or facilities from such listing.
- C. To use his/her best efforts to comply with clean air standards and clean water standards at the facilities in which the contract is being performed.
- D. To insert the substance of the provisions of this clause in any nonexempt subcontract, including this paragraph.

### **THE TERMS IN THIS CLAUSE HAVE THE FOLLOWING MEANINGS:**

- A. The term "Air Act" means the Clean Air Act, as amended (41 U.S.C. 1957 et seq., as amended by Public Law 91-604).
- B. The term "Water Act" means Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq., as amended by Public Law 92-500).
- C. The term "Clean Air Standards" means any enforceable rules, regulations, guidelines, standards, limitations, orders, controls, prohibitions, or other requirements which are contained in, issued under, or otherwise adopted pursuant to the Air Act or Executive Order 11738, an applicable implementation plan as described in section 110(d) of the Clean Air Act (42 U.S.C. 1957c-5(d)), an approved implementation procedure or plan under Section 111(c) or Section 111(d), respectively, of the Air Act (42 U.S.C. 1857c-6(c) or (d)), or approved implementation procedure under Section 112(d) of the Air Act (42 U.S.C. 1857c-7(d)).
- D. The term "Clean Air Standards" means any enforceable limitation, control, condition, prohibition, standard, or other requirement which is promulgated pursuant to the Water Act or contained in a permit issued to a discharger by the Environmental Protection Agency or by a State under an approved program, as authorized by Section 402 of the Water Act (33 U.S.C. 1342) or by local

government to ensure compliance with pretreatment regulations as required by Section 307 of the Water Act (33 U.S.C. 1317).

- E. The term "Compliance" means compliance with clean air or water standards. Compliance shall also mean compliance with a schedule or plan ordered or approved by a court of competent jurisdiction, the Environmental Protection Agency or an Air or Water Pollution Control Agency in accordance with the requirements of the Air Act or Water Act and regulations issued pursuant thereto.
- F. The term "facility" means any building, plant, installation, structure, mine, vessel, or other floating craft, location or sites of operations, owned, leased or supervised by the Food Service Management Company.

|                           |       |       |
|---------------------------|-------|-------|
| _____                     | _____ | _____ |
| Authorized Representative | Title | Date  |

**PRE-BID REQUEST FOR INFORMATION FORM**

**E-MAIL COVER SHEET**

**No. of Pages E-Mailed:** \_\_\_\_\_

**Submit Pre-Bid Request for Information Form, via e-mail, to:**

**Alvord Unified School District**

**Attn: Kevin Emenaker**

**Email: Kevin.Emenaker@alvordschools.org**

**Project Information:**

**Bid / Title:** CNS-2018-19 Child Nutrition Services Purchase of Paper Goods, Bread, Dry Goods, and Supplies

**Pre-Bid RFI No:** \_\_\_\_\_

**SUBJECT:** \_\_\_\_\_

---

**DESCRIPTION OF PROBLEM / CLARIFICATION / INFORMATION REQUIRED  
(Submit one (1) RFI per form):**

Reference Bid Section, Article, Page: \_\_\_\_\_

---

**Submitted by:**

**Date Submitted:** \_\_\_\_\_

**Bidder:** \_\_\_\_\_  
(Name of Company)

**Contact:** \_\_\_\_\_  
(Print or type Name)

**Street Address:** \_\_\_\_\_

**Phone No.:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Fax No.:** \_\_\_\_\_

## **BIDDER CHECKLIST AND INFORMATION**

### **1. REMEMBER TO COMPLETE AND SUBMIT:**

- ✓ Bid Proposal Form Cover Sheet with ORIGINAL AUTHORIZED SIGNATURE
- ✓ Exhibit "A" Itemized Bid Proposal Form
- ✓ Non-Collusion Affidavit
- ✓ Suspension and Debarment Certification Form
- ✓ Certification Regarding Lobbying Form
- ✓ Disclosure of Lobbying Activities Form
- ✓ Contractor's Certificate Regarding Drug Free Work Place
- ✓ Contractor's Certificate Regarding Alcoholic Beverage and Tobacco-Free Campus Policy.
- ✓ Contractor's Certificate Regarding Worker's Compensation
- ✓ Clean Air and Water Certification
- ✓ Include and identify any/all attachments as stated on the Bid Form
- ✓ Piggyback Clause, Sign Article 41 and Submit with Bid

### **2. PLEASE USE PRE-BID REQUEST FOR INFORMATION FORM, INCLUDED IN THIS BID PACKAGE, FOR SUBMITTAL OF ANY PRE-BID QUESTIONS.**

### **3. SUBMITTALS REQUIRED BY SUCCESSFUL BIDDER UPON RECEIPT OF NOTICE OF INTENT TO AWARD AND FORTY-EIGHT (48) HOURS PRIOR TO AWARD BY DISTRICT BOARD OF EDUCATION, IF/AS APPLICABLE TO THE BID:**

- ✓ Certificates of Insurance, if/as applicable to the bid
- ✓ Criminal Background Check and Fingerprinting Certification, forms will be included with this bid document if applicable to the bid

**ALVORD UNIFIED SCHOOL DISTRICT**  
**Purchasing Department**  
9 KPC Parkway, 3<sup>rd</sup> Floor  
Corona, CA 92879  
Phone: 951-509-5000

**BID PROPOSAL FORM COVER SHEET**

**To:** Governing Board of Alvord Unified School District ("District")

**From:** \_\_\_\_\_  
(Proper Company Name of Bidder)

The undersigned declares that the Bid Documents including, without limitation, the Notice to Bidders and the Instructions to Bidders have been read and agrees to furnish and deliver such equipment, materials, supplies, and/or services, at the unit prices herein stated and in accordance with the attached specifications, terms and conditions of the Contract Documents for:

**Bid No. and Title: CNS 2018-19 Child Nutrition Services Purchase of Paper Goods and Supplies**

- **The complete Bid Proposal Form for this bid is comprised of two parts:**
  1. **Bid Proposal Form Cover Sheet**
  2. **Itemized Bid Proposal Form Exhibit "A" (Following this Page. Print as Legal/Landscape.)**
- **Bidders must complete Bid Proposal Form Cover Sheet and Itemized Bid Proposal Form Exhibit "A"**

**Payment Terms:** \_\_\_\_\_  
(Minimum is Net 30, State Any Prompt Payment Discount)

**Receipt and acceptance of the following Addenda is hereby acknowledged:**

No. \_\_\_\_\_, Dated \_\_\_\_\_ No. \_\_\_\_\_, Dated \_\_\_\_\_

**Bidder hereby certifies to the District that all representations, certifications, and statements made by bidder, as set forth in this Bid Proposal Form, are true and correct and are made under penalty of perjury:**

Authorized (Manual) Signature: \_\_\_\_\_

Printed Name of Authorized Signer: \_\_\_\_\_

Date: \_\_\_\_\_

Bidder Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**END OF BID PROPOSAL FORM COVER SHEET**



**Alvord Unified School District, Bid No. CNS 2018-19 Child Nutrition Services Purchase of Paper Goods and Supplies  
Exhibit "A" - Itemized Bid Proposal Form**

| Line No. | Item Name                              | Item Number | Item Description  | Proj. Usage | Specification Description                   | Purchase Unit | 1-Drop/Paper Delivered Cost Per Case | 1 Drop/ Paper Delivered Cost Per Unit | 8 Drops Bread/Dry Delivered Cost Per Case | 8 Drops bread/dry Delivered Cost Per Unit | Meets Buy American Provision Yes/NO |
|----------|--|-------------|---|-------------|---|---------------|--------------------------------------|---------------------------------------|---|---|-------------------------------------|
| 1        | 1 Gal. Pump                            |             | 1 Gallon Pump White, 1oz measure.                       |             |   | 1 Ea / Ea     |                                      |                                       |   |   |                                     |
| 2        | Alcohol wipes                          |             |   | 50          | 100/box                                     | 1000 Ea / Bx  |                                      |                                       |   |   |                                     |
| 3        | Apron, poly                            |             | 500 count, embossed, 28 X 46                            | 100         | 28x46 1.75mil WHITE APRON 10/50             | 1000 Bx / Cs  |                                      |                                       |   |   |                                     |
| 4        | Bag plastic, zip lock, 1 gallon        |             | 250/case, FDH-FH60, 10-1/2" x 11"                       | 10          | 10-1/2" x 11", Barrier Safe Solutions       | 250 Ea / Cs   |                                      |                                       |   |   |                                     |
| 5        | Bag plastic, zip lock, 1 quart         |             | 500/case, 7" x 8", FDH-20-FH50                          | 10          | 13"x 15-5/8", Barrier Safe Solutions        | 100 Ea / Cs   |                                      |                                       |   |   |                                     |
| 6        | Bags, foil, plain                      |             | 1000 case,  | 100         | 6" x .75" x 6.5", Bagcraft Paper Con.       | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 7        | Bags, foil, printed w/ "cheeseburger"  |             | 1000 case   | 50          | 6" x .75" x 6.5", Bagcraft Paper Con.       | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 8        | Bags, foil, printed w/ "chickenburger" |             | 1000 case   | 10          | 6" x .75" x 6.5", Bagcraft Paper Con.       | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 9        | Bags, freezer storage                  |             | 250 case, 18 x 24                                       | 50          | 18" x 24" with 1/4" lip, Foodhandler Inc.   | 250 Ea / Cs   |                                      |                                       |   |   |                                     |
| 10       | Bags, plain, plastic, grab & go        |             | 500/case, 11"(h)X10"(w)x3.5" bottom gusset)             | 100         | 500/case, 11"(h)X10"(w)x3.5" bottom gusset) | 500 Ea / Cs   |                                      |                                       |   |   |                                     |
| 11       | Bags, plastic Deli                     |             | 2000 case, deli bags 7x10                               | 70          | 5000 case, #EZ7511NV                        | 2000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 12       | Bags, To Go sandwich                   |             | 500/case, Bagcraft #PPC-300094, secondary sandwich bags | 100         | 500/case, Bagcraft #PPC-300094              | 500 Ea / Cs   |                                      |                                       |   |   |                                     |
| 13       | Bleach, chlorine liquid                |             | 6/1 gallon  | 40          | Household liquid bleach, 6/1 gallon/case.   | 6 Gl / Cs     |                                      |                                       |   |   |                                     |
| 14       | Bowl, 16-20 oz., hot entree            |             | 500 case, ANC-4605826                                   |             | 500 case, ANC-4605826                       | 500 Ea / Cs   |                                      |                                       |   |   |                                     |
| 15       | Cap, black, mesh hairnet               |             | 1000 case, 20" honeycomb, taxable                       | 10          | 1000 case, 20" honeycomb                    | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 16       | Cap, white, bouffant, 21", sanitary    |             | 10/100 count, 21", taxable                              | 10          | 10/100 count, 21"                           | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 17       | Cap, white, lay flat, 21"              |             | 1000/case, CEL-BI400HS                                  | 10          | Cellucap                                    | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 18       | Clamshell, pizza slice, large          |             | 400/case  | 100         | 400/case                                    | 400 Ea / Cmb  |                                      |                                       |   |   |                                     |
| 19       | Cleaner, oven & grill                  |             | 4/1 gallon  | 10          | 4/1 gallon                                  | 4 Ea / Cs     |                                      |                                       |   |   |                                     |

**Alvord Unified School District, Bid No. CNS 2018-19 Child Nutrition Services Purchase of Paper Goods and Supplies  
Exhibit "A" - Itemized Bid Proposal Form**

| Line No. | Item Name                         | Item Number | Item Description  | Proj. Usage | Specification Description               | Purchase Unit | 1-Drop/Paper Delivered Cost Per Case | 1 Drop/ Paper Delivered Cost Per Unit | 8 Drops Bread/Dry Delivered Cost Per Case | 8 Drops bread/dry Delivered Cost Per Unit | Meets Buy American Provision Yes/NO |
|----------|-----------------------------------|-------------|---|-------------|---|---------------|--------------------------------------|---------------------------------------|---|---|-------------------------------------|
| 20       | Cleanser, powder, oxygen bleach   |             | 24/21 oz.   | 5           | 24/21 oz                                | 24 Cn / Cs    |                                      |                                       |   |   |                                     |
| 21       | Coffee filters                    |             | 2pk of 500  | 2           | 12-cup                                  | 500 Ea / Pkg  |                                      |                                       |   |   |                                     |
| 22       | Coffee stirrers, plastic          |             | 10/1000 count   | 2           |   | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 23       | Container, hinged, 6" clear       |             | 500/case, clam shell                                    | 100         | 5-34" x 6" x 3", Pactiv Smart Lock      | 500 Ea / Cs   |                                      |                                       |   |   |                                     |
| 24       | Container, hinged, 8x8x3          |             | DRT-C90PST1, clear hinged container                     | 150         | DRT-C90PST1                             | 250 Ea / Cs   |                                      |                                       |   |   |                                     |
| 25       | Container, hinged, small hot dog  |             | 250 case, for Hoagies                                   | 100         | ParPak #02452, 7.20 x 4.12 x 2.66, OPS  | 250 Con / Con |                                      |                                       |   |   |                                     |
| 26       | Covers, bun pan racks             |             | 50/case, 52" x 80", taxable                             | 150         | 52" x 80", Foodhandler                  | 50 Ea / Cs    |                                      |                                       |   |   |                                     |
| 27       | Cup, 10 oz. foam                  |             | 40 sleeves of 25  | 10          | Hot/cold, Dart                          | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 28       | Cup, 12 oz, clear, catering       |             | 20/25 case, tall tumbler                                | 10          | Genuine #GC-12-TU                       | 500 Ea / Cs   |                                      |                                       |   |   |                                     |
| 29       | Cup, 12 oz, parfait               |             | 1000 case   | 50          | Clear pet cold cup, Karat               | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 30       | Cup, 12 oz. impulse foam          |             | 40 sleeves of 25  | 10          | Hot/cold, Dart                          | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 31       | Cup, 5.5 oz, Fabri-cal            |             | 25/100 case   | 20          | Translucent souffle cup, Netchoice      | 2500 Ea / Cs  |                                      |                                       |   |   |                                     |
| 32       | Cup, muffin, baking, catering     |             | 20/500count tube/case, 2.25 x 1 7/8 x 6, Order by tube. | 2           | 20/500count tube/case, 2.25 x 1 7/8 x 6 | 500 Ea / Cs   |                                      |                                       |   |   |                                     |
| 33       | Cup, parfait insert               |             | 1000 case   | 50          | Sabert                                  | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 34       | Delimer, machine                  |             | 4/1 gallon, pwrprep descaler                            | 2           | pwrprep descaler                        | 4 Gl / Cs     |                                      |                                       |   |   |                                     |
| 35       | Detergent, cartwasher             |             | 4/8# case, Ecolab #10751                                | 30          | 4/8#/case, Ecolab #10751                | 4 Ea / Cs     |                                      |                                       |   |   |                                     |
| 36       | Detergent, liquid, dish soap, Joy |             | 4/1 gallon,   | 100         | Dawn or Joy preferred                   | 4 Gl / Cs     |                                      |                                       |   |   |                                     |
| 37       | Film, cold seal, non-perf         |             | 10-3/8"x5100' CV, Form Plastics #9785-5100DP985CV       | 20          |   | 1 Rl / Rl     |                                      |                                       |   |   |                                     |

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| Line No. | Item Name                                  | Item Number | Item Description                                 | Proj. Usage | Specification Description                   | Purchase Unit | 1-Drop/Paper Delivered Cost Per Case | 1 Drop/ Paper Delivered Cost Per Unit | 8 Drops Bread/Dry Delivered Cost Per Case | 8 Drops bread/dry Delivered Cost Per Unit | Meets Buy American Provision Yes/NO |
|----------|--|-------------|--|-------------|---|---------------|--------------------------------------|---------------------------------------|---|---|-------------------------------------|
| 38       | Film, hot seal, non-perf                   |             | 9-3/8"x5100' 985CV, Form Plastics #9773-5100DPCP | 20          |   | 1 RI / RI     |                                      |                                       |   |   |                                     |
| 39       | Film, hot seal, perf                       |             | 10-3/8"x2000', Form Plastics #9785-5100DPCP      | 30          |   | 1 RI / RI     |                                      |                                       |   |   |                                     |
| 40       | Film, overwrap, 12"                        |             | 22.5#, Polyprop film, for hamburger buns         | 10          | 12" x 6000 ft, 100g PP overwrap film, cold, | 1 RI / RI     |                                      |                                       |   |   |                                     |
| 41       | Film, overwrap, 9"                         |             | Polypropyl, 9", for hot dog buns,                | 1           | 9" x 6000 ft, 100g PP overwrap film, cold,  | 1 RI / RI     |                                      |                                       |   |   |                                     |
| 42       | Film, plastic wrap                         |             | 18 x 2000  | 50          | 18 x 2000                                   | 1 RI / RI     |                                      |                                       |   |   |                                     |
| 43       | Foil, heavy duty                           |             | 18 x 1000 roll, taxable                          | 50          | 18 x 1000, HFA Inc.                         | 1 RI / RI     |                                      |                                       |   |   |                                     |
| 44       | Foil, sheets                               |             | 6/500, 9 x 10.75                                 | 100         | 9 x 10-3/4, HFA Inc.                        | 3000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 45       | Fork, white, plastic, med weight           |             | 1000/case  | 2           | SOLO, SOL-05750                             | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 46       | Fuel, canned heat, sterno                  |             | Heat-It 2 Hour wick                              | 2           | Heat-It 2 Hour wick                         | 24 Ea / Cs    |                                      |                                       |   |   |                                     |
| 47       | Gloves, dishwashing, large, latex, yellow  |             | 12 pairs per bag, taxable                        | 20          | Polyking                                    | 1 Pr / Pr     |                                      |                                       |   |   |                                     |
| 48       | Gloves, dishwashing, medium, latex, yellow |             | 12 pairs per bag, taxable                        | 20          |   | 12 Pr / Bag   |                                      |                                       |   |   |                                     |
| 49       | Gloves, dishwashing, small, latex, yellow  |             | 12 pairs per bag, taxable                        | 10          | Polyking                                    | 1 Pr / Pr     |                                      |                                       |   |   |                                     |
| 50       | Gloves, large, vinyl                       |             | 4/100 count, hypo allergenic, taxable            | 20          | 4/100 count, hypo allergenic                | 400 Ea / Cs   |                                      |                                       |   |   |                                     |
| 51       | Gloves, latex, large                       |             | 100 each box/10 box case, powder free, taxable   | 50          | 100 each box/10 box case, powder free       | 10 Bx / Cs    |                                      |                                       |   |   |                                     |
| 52       | Gloves, latex, medium                      |             | 100 each box/10 box case, powder free, taxable   | 20          | 100 each box/10 box case, powder free       | 10 Bx / Cs    |                                      |                                       |   |   |                                     |
| 53       | Gloves, latex, small                       |             | 100 each box/10 box case, powder free, taxable   | 10          | 4/100 count                                 | 10 Bx / Cs    |                                      |                                       |   |   |                                     |
| 54       | Gloves, medium, plastic, poly              |             | 4/500, 2000/case, taxable                        | 50          | 10/100 case, Embossed, Foodhandler          | 4 Bx / Cs     |                                      |                                       |   |   |                                     |
| 55       | Gloves, medium, synthetic                  |             | 4/100 count, hypo allergenic, taxable            | 50          | 4/100 count, hypo allergenic                | 400 Ea / Cs   |                                      |                                       |   |   |                                     |
| 56       | Gloves, small, synthetic                   |             | 4/100 count, hypo allergenic, taxable            | 10          | 4/100 count, hypo allergenic                | 400 Ea / Cs   |                                      |                                       |   |   |                                     |

**Alvord Unified School District, Bid No. CNS 2018-19 Child Nutrition Services Purchase of Paper Goods and Supplies  
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| Line No. | Item Name                            | Item Number | Item Description  | Proj. Usage | Specification Description                     | Purchase Unit | 1-Drop/Paper Delivered Cost Per Case | 1 Drop/ Paper Delivered Cost Per Unit | 8 Drops Bread/Dry Delivered Cost Per Case | 8 Drops bread/dry Delivered Cost Per Unit | Meets Buy American Provision Yes/NO |
|----------|--------------------------------------|-------------|---|-------------|---|---------------|--------------------------------------|---------------------------------------|---|---|-------------------------------------|
| 57       | Hand sanitizer                       |             | 12/400ml, Non-alcohol foam, DEB-56815                         | 20          | 400ml pump bottle, non-alcohol foam, Deb Inc. | 12 Ea / Cs    |                                      |                                       |   |   |                                     |
| 58       | Ice pillow, 16.5" x 34"              |             | 16.5" x 34", CRY-85033  | 30          | 16.5" x 34"                                   | 1 Rl / Rl     |                                      |                                       |   |   |                                     |
| 59       | Knife,plastic, heavy duty            |             | 1000 case   | 2           | Polyking #2071                                | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 60       | Label, "spicy" sick on               |             | Label,"spicy" for spicy chicken sandwich bag, secondary only. | 20          |   | 1000 Ea / Rl  |                                      |                                       |   |   |                                     |
| 61       | Lid, 4 hot entree bowl               |             | 500 case, ANC-LH5800D   | 20          | 500 case, ANC-LH5800D                         | 500 Ea / Cs   |                                      |                                       |   |   |                                     |
| 62       | Lid, flat no hole, parfait           |             | LLC-KC626NH, for secondary only                               | 50          | Karat   | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 63       | Lid, portion cup, 2.5 oz.            |             | 2500/case   | 10          |   | 2400 Ea / Cs  |                                      |                                       |   |   |                                     |
| 64       | Lid, portion cup, 5.5 oz.            |             | 20/125 per case, Fabrical                                     | 20          |   | 2500 Ea / Cs  |                                      |                                       |   |   |                                     |
| 65       | Liner, Pansaver, 6" deep             |             | 1000 case   | 25          | 1000 case                                     | 1 Cs / Cs     |                                      |                                       |   |   |                                     |
| 66       | Liner, sheet pan                     |             | 1000 case, 16" x 24", taxable                                 | 100         | 16-3/8"x 24-3/8", GPQ                         | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 67       | Napkin, 1/8 fold, white, catering    |             | 3000 count case, soft touch 2 ply                             | 2           | 2-ply   | 3000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 68       | Napkins                              |             | 20/500 pack case, 7 x 13                                      | 2           | Premium tall fold naps, generic, 7" x 13"     | 10000 Ea / Cs |                                      |                                       |   |   |                                     |
| 69       | Oven mitt, 17", terry                |             | terry w/stm,  | 20          |   | 1 Pr / Pr     |                                      |                                       |   |   |                                     |
| 70       | Pad, scouring green                  |             | 120/count, 6x9, antimicro                                     | 20          | Anti-micro, 6x9                               | 20 Ea / Bx    |                                      |                                       |   |   |                                     |
| 71       | Pad, steel wool, SOS                 |             | 12/15 count boxes, pad soap steel wool Hotel size             | 5           | Clorox, Hotel size                            | 1 Ea / Bx     |                                      |                                       |   |   |                                     |
| 72       | Pizza box, corrugated, 16x16         |             | 50 pack   | 20          | 16" x 16" corrugated pizza box.               | 50 Ea / Pk    |                                      |                                       |   |   |                                     |
| 73       | Plates, black, plastic, 6", catering |             | 10/24 case, black   | 10          | Divine #DPL-6BL                               | 240 Ea / Cs   |                                      |                                       |   |   |                                     |
| 74       | Plates, black, plastic, 9", catering |             | 10/24 case  | 10          | Divine #DPL-98BL                              | 240 Ea / Cs   |                                      |                                       |   |   |                                     |
| 75       | Plates, foam, 8-7/8"                 |             | 500/case, salad bar only                                      | 200         | Genpak  | 500 Ea / Cs   |                                      |                                       |   |   |                                     |

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| Line No. | Item Name                                   | Item Number | Item Description                      | Proj. Usage | Specification Description  | Purchase Unit | 1-Drop/Paper Delivered Cost Per Case | 1 Drop/ Paper Delivered Cost Per Unit | 8 Drops Bread/Dry Delivered Cost Per Case | 8 Drops bread/dry Delivered Cost Per Unit | Meets Buy American Provision Yes/NO |
|----------|---|-------------|---------------------------------------|-------------|--|---------------|--------------------------------------|---------------------------------------|---|---|-------------------------------------|
| 76       | Polish, metal, aerosol                      |             | 6/17 oz cans                          | 5           | 17 oz cans   | 1 Cn / Cn     |                                      |                                       |   |   |                                     |
| 77       | Portion cup, 2.5 oz.                        |             | 2500/case                             | 10          |  | 2400 Ea / Cs  |                                      |                                       |   |   |                                     |
| 78       | Scrubber, stainless steel pad               |             | 12 per box                            | 5           |  | 12 Ea / Bx    |                                      |                                       |   |   |                                     |
| 79       | Sponge, contour w/teflon                    |             | 1/20ct box                            | 5           |  | 20 Ea / Bx    |                                      |                                       |   |   |                                     |
| 80       | Spoon, black, plstic, hvy duty, catering    |             |                                       | 2           | Polyking #20661  | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 81       | Spoon, soup, med weight                     |             | 1000/case, NetChoice, polyprop, white | 2           | Netchoice  | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 82       | Spoon, white, plastic, med weight,          |             | 1000/case                             | 2           |  | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 83       | Spork, combo puncture kit                   |             | 1000/case                             | 3000        | Netchoice  | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 84       | Spork, medium weight,white                  |             | 10/100 case, PolyKing #20541          | 5           | Netchoice  | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 85       | Spray bottle w/nozzle, multipurpose, 32 oz. |             |                                       | 10          |  | 1 Ea / Ea     |                                      |                                       |   |   |                                     |
| 86       | Straws, puncture, wrapped, 5-1/4"           |             | 12000/case                            | 10          | 5-1/4" spike straw, DP   | 12000 Ea / Cs |                                      |                                       |   |   |                                     |
| 87       | Tape, bagger roll                           |             | bagger roll tape, Uline               | 25          |  | 1 Rl / Rl     |                                      |                                       |   |   |                                     |
| 88       | Test strip, chlorine                        |             | 1 each Roll /10 Roll box              | 20          | Test strip, chlorine, 120/box  | 10 Ea / Bx    |                                      |                                       |   |   |                                     |
| 89       | Thermometer, freezer/refer                  |             | 20*/80°F, 2 per pack                  | 40          | -20*/80°F  | 2 Ea / Pk     |                                      |                                       |   |   |                                     |
| 90       | Thermometer, pocket                         |             | 40/180, 2 per pack                    | 40          | 0* - 220°F - Must have adjustment mechanism for calibration on thermometer | 1 Ea / Ea     |                                      |                                       |   |   |                                     |
| 91       | Tissue wrap, bakery                         |             | 10/1000 count                         | 20          | 6" x 10-3/4", Papercon   | 10000 Ea / Cs |                                      |                                       |   |   |                                     |
| 92       | Towelette, moist, lemon scent               |             | 1000/case, 6"x5",                     | 460         | 6" x 5", disposable.   | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |
| 93       | Towels, reusable, white                     |             | 150/case, handwipes                   | 100         | 12" x 24".   | 150 Ea / Cs   |                                      |                                       |   |   |                                     |
| 94       | Tray, 5042, shallow                         |             | 1000 case, Form Plastics #5042-151700 | 100         | 4 1/2" x 4 1/2" x 1 1/2"   | 1000 Ea / Cs  |                                      |                                       |   |   |                                     |

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|----------|--|-------------|---|-------------|---|---------------|--------------------------------------|---------------------------------------|---|---|-------------------------------------|
| 95       | Tray, 5047, ovenable, 1-compartment, black |             | 1200 case, Form Plastics #5047-404539   | 100         | 4 1/2" x 4 1/2" x 1 3/4" Dual Ovenable Tray   | 1200 Ea / Cs  |                                      |                                       |   |   |                                     |
| 96       | Tray, 6027, ovenable, shallow, black       |             | 900 case, hi temp, single compartment, Form Plastics #6027-404539 5" x 6 1/2" x 1"  | 70          | Hi-temp 400* dual oven, Form Plastics Company. Packaging Requirements for School Nutrition Program. Must have equal concentric flanges, no turned down lip, recyclable. All containers must efficiently function through entire automated packaging system. Tray configurations must be able to denest, fully seat into the flight pocket, seal completely to an air tight/water tight seal, flow through the cutting station and discharge efficiently. All containers will be used on an automated packaging system. Uniform gap required for the automated denester (tray loader). | 1100 Ea / Cs  |                                      |                                       |   |   |                                     |
| 97       | Tray, 6047, ovenable ,1-compartment        |             | 1100 case, hi-temp, 400* dual oven, Form Plastics #6047-404539 5" x 6 1/2" x 1 3/4" | 330         | Hi-temp 400* dual oven, Form Plastics Company. Packaging Requirements for School Nutrition Program. Must have equal concentric flanges, no turned down lip, recyclable. All containers must efficiently function through entire automated packaging system. Tray configurations must be able to denest, fully seat into the flight pocket, seal completely to an air tight/water tight seal, flow through the cutting station and discharge efficiently. All containers will be used on an automated packaging system. Uniform gap required for the automated denester (tray loader). | 1100 Ea / Cs  |                                      |                                       |   |   |                                     |

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|----------|---|-------------|---|-------------|---|---------------------|--------------------------------------|---------------------------------------|---|---|-------------------------------------|
| 98       | Tray, 6277 ovenable, 2-compartment, hamburger |             | 1100 case, hi-temp 400* dual oven, Form Plastics #6277-404539 5 " x 6 1/2" x 1 3/4" | 350         | Hi-temp 400* dual oven, Form Plastics Company. Packaging Requirements for School Nutrition Program. Must have equal concentric flanges, no turned down lip, recyclable. All containers must efficiently function through entire automated packaging system. Tray configurations must be able to denest, fully seat into the flight pocket, seal completely to an air tight/water tight seal, flow through the cutting station and discharge efficiently. All containers will be used on an automated packaging system. Uniform gap required for the automated denester (tray loader). | 1100 Ea / Cs        |                                      |                                       |   |   |                                     |
| 99       | Tray, basketweave, 1# boat                    |             | 1000 case, natural  | 5           | Ecotray   | 1000 Ea / Cs        |                                      |                                       |   |   |                                     |
| 100      | Tray, basketweave, 2# boat                    |             | 1000 case   | 5           | Dopaco  | 1000 Ea / Cs        |                                      |                                       |   |   |                                     |
| 101      | Tray, red plaid, nested carry                 |             | 500 case, 5-1/2 x 8-1/2 x 2   | 5500        | P\$R-CT963; 5-1/2 x 8-1/2 x 2   | 500 Ea / Cs         |                                      |                                       |   |   |                                     |
| 102      | MEDIUM CLEAR HINGED SHALLOW 250/CS            |             | DRT-C51UTS  | 50          |   | 250/CS              |                                      |                                       |   |   |                                     |
| 103      | DV1101 HINGED SANDWICH WEDGE 250/CS           |             | ANC-4511019 1 CS 52.07 52.07 N  | 200         |   |                     |                                      |                                       |   |   |                                     |
| 104      | 96oz JAVA PAC COFFEE DISPENSER                |             | 300926  | 15          | Bagcraft Java Pac Coffee Dispenser 96 oz  | 25/CS               |                                      |                                       |   |   |                                     |
| 105      | 160oz BEVERAGE ON THE MOVE 20/CS              |             |   | 15          |   |                     |                                      |                                       |   |   |                                     |
| 106      | CADDY FOR 7175 96oz BEV 100                   |             | 653336  | 15          |   |                     |                                      |                                       |   |   |                                     |
| 107      | 5X9" LG LIME BOTTLE BOX                       |             | COX-59-BB-LG  | 500         | BottleBox - Lime Green, One Piece Hinged, 5 X 9 "   | 250/CS              |                                      |                                       |   |   |                                     |
| 108      | 6X 8" LG LIME BOTTLE BOX                      |             | COX-68-BB-LG  | 500         | BottleBox - Lime Green, One Piece Hinged, 6 x8 "  | 250/CS              |                                      |                                       |   |   |                                     |
|          | <b>BREAD DRY GOODS:</b>                       |             |   |             |   |                     |                                      |                                       |   |   |                                     |
| 109      | Chips, Doritos, Cool Ranch, WG                |             | 72/1 oz 72 Bag / Cs   | 400         |   | 72/1 oz 72 Bag / Cs |                                      |                                       |   |   |                                     |
| 110      | Chips, Doritos, Flamas, WG                    |             | 72/1 oz 72 Bag / Cs   | 200         |   | 72/1 oz 72 Bag / Cs |                                      |                                       |   |   |                                     |
| 111      | Chips, Cheetos, baked, crunchy,               |             | 104 case  | 100         |   | 104 case            |                                      |                                       |   |   |                                     |

**Alvord Unified School District, Bid No. CNS 2018-19 Child Nutrition Services Purchase of Paper Goods and Supplies  
Exhibit "A" - Itemized Bid Proposal Form**

| Line No. | Item Name  | Item Number | Item Description                   | Proj. Usage | Specification Description | Purchase Unit                      | 1-Drop/Paper Delivered Cost Per Case | 1 Drop/ Paper Delivered Cost Per Unit | 8 Drops Bread/Dry Delivered Cost Per Case | 8 Drops bread/dry Delivered Cost Per Unit | Meets Buy American Provision Yes/NO |
|----------|--|-------------|------------------------------------|-------------|---------------------------|------------------------------------|--------------------------------------|---------------------------------------|---|---|-------------------------------------|
| 112      | Baking soda                                      |             | 12/24 oz per case                  | 4           |                           | 12/24 oz per case                  |                                      |                                       |   |   |                                     |
| 113      | Batter, muffin, apple cinn, catering             |             | 2/7#                               | 4           |                           | 2/7#                               |                                      |                                       |   |   |                                     |
| 114      | Batter, muffin, cranberry/orange nut, catering , |             | 2/7#                               | 4           |                           | 2/7#                               |                                      |                                       |   |   |                                     |
| 115      | Brownie, dry mix, catering                       |             | 6/6#                               | 6           |                           | 6/6#                               |                                      |                                       |   |   |                                     |
| 116      | Brownie, LF, IW                                  |             | 96/2 oz                            | 20          |                           | 96/2 oz                            |                                      |                                       |   |   |                                     |
| 117      | Garbanzo beans                                   |             | 6/#10                              | 10          |                           | 6/#10                              |                                      |                                       |   |   |                                     |
| 118      | Mixed fruit, diced, canned                       |             | 6/#10 cans/ Cs                     | 48          |                           | 6/#10 cans/ Cs                     |                                      |                                       |   |   |                                     |
| 119      | Chow mein noodles,                               |             | 6/#10                              | 10          |                           | 6/#10                              |                                      |                                       |   |   |                                     |
| 120      | Creamer, non-dairy powder                        |             | 1000/2.8 gram packets              | 10          |                           | 1000/2.8 gram packets              |                                      |                                       |   |   |                                     |
| 121      | Peaches, canned, diced 6268                      |             | 6/#10/ Cs                          | 48          |                           | 6/#10/ Cs                          |                                      |                                       |   |   |                                     |
| 122      | Pepper, chipotle, canned                         |             | 24/7 oz.                           | 10          |                           | 24/7 oz.                           |                                      |                                       |   |   |                                     |
| 123      | Sugar, packet                                    |             | 3000, 1/100                        | 20          |                           | 3000, 1/100                        |                                      |                                       |   |   |                                     |
| 124      | Tea bag, assorted , catering                     |             | 6/28 count                         | 5           |                           | 6/28 count                         |                                      |                                       |   |   |                                     |
| 125      | Tea bag, Earl Grey, catering                     |             | 6/28 count                         | 5           |                           | 6/28 count                         |                                      |                                       |   |   |                                     |
| 126      | Tea bag, iced, reg, catering                     |             | 4/24 count                         | 5           |                           | 4/24 count                         |                                      |                                       |   |   |                                     |
| 127      | Tea, bag, tropical, catering                     |             | 2/24 count                         | 5           |                           | 2/24 count                         |                                      |                                       |   |   |                                     |
| 128      | Tea, herbal asst, decaf, catering                |             | 6/28 count,<br>6 flavor assortment | 5           |                           | 6/28 count,<br>6 flavor assortment |                                      |                                       |   |   |                                     |
| 129      | Tuna, Albacore, water pack, catering             |             | 6/66.5 oz,                         | 10          |                           | 6/66.5 oz,                         |                                      |                                       |   |   |                                     |
| 130      | Bread, 7 grain & honey2# loaf,                   |             |                                    | 25          |                           | 2# loaf                            |                                      |                                       |   |   |                                     |



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| Line No. | Item Name                            | Item Number | Item Description | Proj. Usage | Specification Description | Purchase Unit            | 1-Drop/Paper Delivered Cost Per Case | 1 Drop/ Paper Delivered Cost Per Unit | 8 Drops Bread/Dry Delivered Cost Per Case | 8 Drops bread/dry Delivered Cost Per Unit | Meets Buy American Provision Yes/NO |
|----------|--------------------------------------|-------------|------------------|-------------|---------------------------|--------------------------|--------------------------------------|---------------------------------------|---|---|-------------------------------------|
| 131      | Bread, Croissant                     |             |                  | 25          |                           | 6 count, large,          |                                      |                                       |   |   |                                     |
| 132      | Bread, whole wheat, sandwich         |             |                  | 60          |                           | 2# loaf                  |                                      |                                       |   |   |                                     |
| 133      | Buns, hamburger, whole wheat, 3.5"   |             |                  | 3500        |                           | doz.                     |                                      |                                       |   |   |                                     |
| 134      | Buns, hamburger, whole wheat, 4"     |             |                  | 3500        |                           | doz.                     |                                      |                                       |   |   |                                     |
| 135      | Buns, hot dog, whole wheat, 6"       |             |                  | 1500        |                           | doz.                     |                                      |                                       |   |   |                                     |
| 136      | Rolls, 6" grinder,white whole wheat  |             |                  | 3500        |                           | 12/2.3 oz,               |                                      |                                       |   |   |                                     |
| 137      | Rolls, Kaiser, French                |             |                  | 10          |                           | doz.                     |                                      |                                       |   |   |                                     |
| 138      | Bread, white, sandwich, gluten free  |             |                  | 10          |                           | 6/30 oz., loaves, Udi's  |                                      |                                       |   |   |                                     |
| 139      | Buns, hamburger, 4", gluten free     |             |                  | 10          |                           | 24/4 inch, Udi's         |                                      |                                       |   |   |                                     |
| 140      | WG DINNER ROLLS GLUTEN FREE          |             |                  | 10          |                           | 36/1.4OZ                 |                                      |                                       |   |   |                                     |
| 141      | GLUTEN FREE PLAIN BAGEL IW           |             |                  | 10          |                           | 24/3.5OZ                 |                                      |                                       |   |   |                                     |
| 142      | CLASSIC HAMBURGER BUN IW GLUTEN FREE |             |                  | 10          |                           | 24/3.2OZ                 |                                      |                                       |   |   |                                     |
| 143      | Rolls, grinder, IW, gluten free, 12" |             |                  | 10          |                           | 12/6.2 oz, Udi's         |                                      |                                       |   |   |                                     |
| 144      | GLUTEN FREE BLBRRY MUFFIN IW         |             |                  | 10          |                           | 36/3OZ                   |                                      |                                       |   |   |                                     |
| 145      | GLUTEN FREE DB CHOC MUFFIN IW        |             |                  | 10          |                           |                          |                                      |                                       |   |   |                                     |
| 146      | Cake, coffee, asst, catering         |             |                  | 10          |                           | 4/54 oz, 10", assortment |                                      |                                       |   |   |                                     |
| 147      | Cake, pound, catering                |             |                  | 10          |                           | 12/12 oz.                |                                      |                                       |   |   |                                     |
| 148      | Danish, asst. med. Catering          |             |                  | 10          | 60/1.75 oz                |                          |                                      |                                       |   |   |                                     |

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| Line No. | Item Name | Item Number | Item Description | Proj. Usage | Specification Description | Purchase Unit | 1-Drop/Paper Delivered Cost Per Case | 1 Drop/ Paper Delivered Cost Per Unit | 8 Drops Bread/Dry Delivered Cost Per Case | 8 Drops bread/dry Delivered Cost Per Unit | Meets Buy American Provision Yes/NO |
|----------|-----------|-------------|------------------|-------------|---------------------------|---------------|--------------------------------------|---------------------------------------|---|---|-------------------------------------|
|          |           |             |                  |             |                           |               | <b>SUB-TOTAL</b>                     |                                       |   |   |                                     |
|          |           |             |                  |             |                           |               | <b>SALES TAX</b>                     |                                       |   |   |                                     |
|          |           |             |                  |             |                           |               | <b>DELIVERY FEE</b>                  |                                       |   |   |                                     |
|          |           |             |                  |             |                           |               | <b>TOTAL</b>                         |                                       |   |   |                                     |

**NOTE: One (1) drop for all paper items 8 drops for food/bread items. Deliver To: Alvord USD Central Kitchen 7377 Jurupa Avenue, Riverside, CA 92504**

| Site        | Address                    | Site Supervisor | FSW Start Time | Day        | Delivery Time                                 |
|-------------|----------------------------|-----------------|----------------|------------|---|
| Arizona     | 11045 Arizona Ave, 92503   | Donna Hoyt      | 6:15           | Mon        | Before 10 am/or night drop                    |
| Hillcrest   | 11800 Indiana Ave, 92503   | TBD             | 5:45           | M & Th     | Before 10 am or night drop                    |
| La Sierra   | 4145 La Sierra Ave, 92505  | Susan Aguirre   | 5:45           | M & Th     | Before 10am or night drop                     |
| Loma Vista  | 11050 Arlington Ave, 92505 | Shellee King    | 6:15           | M & Th     | Before 10am or night drop                     |
| Norte Vista | 6585 Crest Ave, 92503      | Silvia Garcia   | 5:45           | M & Th     | Before 10 am or night drop                    |
| Villegas    | 3754 Harvill Lane, 92503   | Patty Mangiacav | 6:00           | Mon        | Before 10 am or night drop                    |
| Wells       | 10000 Wells Ave, 92503     | Beckey Carmona  | 6:00           | M & Th     | Before 9 a.m. or night drop                   |
| CNC         | 7377 Jurupa Ave, 92504     | James Senteno   | 5:30           | M and/or F | Before 10a.m. Paper goods one drop on Fridays |