

## **BID FORM**

### **Sealed Bid: Grocery Products and Canned Goods**

**Due by: 11:00 a.m. December 6, 2018**

**Submit bid to:**

**Nutrition Services Department**  
San Bernardino City Unified School District  
1257 Northpark Boulevard  
San Bernardino, CA 92407  
Phone: 909/881-8008 Ext. 227

TO: Bid #**NSB 2018-19-7**  
Item: **Grocery Products and Canned Goods**  
Date mailed: **November 8, 2018**

**This bid MUST be received BEFORE: 11:00 a.m. on December 6, 2018**

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QUOTE PRICES F.O.B. DESTINATION: San Bernardino, CA 92407

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Dear Vendor:

The Nutrition Services Department of San Bernardino City Unified School District will receive sealed bids for Grocery Products and Canned Goods, under **Bid #NSB 2018-19-7**, in accordance with the attached conditions and specifications. This bid must be received on or before **11:00 a.m. December 6, 2018.**


Enclosed you will find the required form(s) for Bid #NSB 2018-19-7. Return your completed copy to this office in a sealed envelope, clearly noting the bid number and opening date and time as indicated.

Thank you for your interest in our District and participation in this bid process.

Latoya Smith, Buyer  
(latoya.smith@sbcusd.com)

  
Jason Evinyn, Assistant Director

  
Ponciano Vidaurri, Assistant Director

  
Adriane Robles, Director

## **NOTICE INVITING BIDS**

NOTICE IS HEREBY GIVEN that sealed bids will be received in the Nutrition Services Department of the San Bernardino City Unified School District, 1257 Northpark Boulevard, San Bernardino, California, 92407, on or before **11:00 a.m., on December 6, 2018**, for **Grocery Products and Canned Goods**, under **Bid No. NSB 2018-19-7**.

Bid documents required for bidding may be secured at the above department. Please call 909/881-8000 ext. 227 for more information. Bid/addendum posts located online at <http://sbcusdnutritionservices.org>

The Board of Education reserves the right to reject any or all bids, and to waive any irregularities or informalities in any bid or in the bidding, and to accept or reject any items thereon.

Publications of this Notice are **November 8, 2018**, and **November 15, 2018**.

SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT

By: Latoya Smith, Buyer, Nutrition Services Department

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### Attachments:

- Non-Collusion Declaration (1 page)
- Buy American Certification (1 page)
- Disclosure of Lobbying Activities (2 pages)
- Debarment, Suspension, and Other Responsibility Matters (1 page)
- Iran Contracting Act (1 page)
- Fingerprint and Criminal Background Check Certification (1 page)
- Insurance Requirements
  - Instructions for Completing, Executing & Submitting Evidence of Insurance (2 pages)
  - Insurance Requirements (2 pages)
  - General Liability Additional Insured Endorsement (2 pages)
  - No Bid/Bid Response Form (1 page)

# GENERAL BID CONDITIONS

1. **SUBMITTING BIDS:** Each bid must be received in the Purchasing Office of the Nutrition Services Department, San Bernardino City Unified School District, 1257 Northpark Boulevard, San Bernardino, CA 92407, by the time prescribed on the face of the bid form. Each bid shall be in a sealed envelope bearing the bid number, the date, and hour specified for public opening.
2. **RESPONSIBILITY:** All bids shall be **signed** in longhand with the firm name and by a responsible officer or employee.
3. **CORRECTIONS:** All prices and notations are requested to be typewritten. No erasures will be permitted. Mistakes may be crossed out and corrections made adjacent and shall be initialed in ink by person signing bid. Verify your bid before submission.
4. **ACCEPTANCE:** Bid on each item separately. **Prices shall be stated in units specified, which will determine correct extensions.** The Board will not be responsible for errors in extensions. The right is reserved to reject any or all bids; to waive any irregularities or informalities in any bid; and to accept or reject any items on the bid. No bidder may withdraw this bid for a period of ninety (90) days after the date set for opening thereof.
5. **TIE BIDS:** In the event of identical bids, the Board may determine by lot which bid shall be accepted. Ref. PCC 20117.
6. **SUBSTITUTIONS:** Use of patent or proprietary names or the names of manufacturers in these specifications shall be deemed to be used for the purpose of facilitating a description and shall be deemed to be followed by the words “**or equal**” unless the bid specifically requires no substitutions. The bidder may offer any material or products which shall be substantially equal to that so indicated or specifically provided; however, the bidder shall furnish samples and/or full descriptive information covering the product bid on, properly marked, showing item number and page number on each sample or description. Samples shall be furnished promptly upon request.
7. **QUALITY:** All workmanship, materials, and articles incorporated in the items covered by this specification shall be of the best available grade of their respective kinds for the purpose for which the items are to be used.
8. **SAMPLES AND TESTING:** Samples of items, when required, shall be furnished free of expense to the District, and may be retained by the District for the purpose of comparing against material delivered by the successful bidder, and if not destroyed by tests will upon request be returned at bidder’s expense. The final decision as to whether the material or product is the equal to that specified shall be made by the School District. In all cases when a sample is taken from a shipment and sent to a public testing laboratory and the test shows that the sample does not comply with the specifications, the cost of the tests shall be paid by the vendor. In all cases the District reserves the right to make tests it deems necessary.
9. **PATENT INFRINGEMENTS:** The successful bidder shall hold the San Bernardino City Unified School District, its officers, agents, servants, and employees, harmless from liability of any nature or kind on account of use of any copyrighted or uncopyrighted composition, secret process, patented invention, article, or appliance, furnished or used, under this bid.
10. **DELIVERY:** It is understood that the bidder agrees to deliver prepaid all items to the address indicated on this bid form. All costs for delivery, drayage, or freight, or the packing of said articles are to be borne by the bidder.
11. **SALES TAX:** (A) Do not include California State Sales Tax in bid; said tax will be added to invoice and paid by the District as applicable. (B) Do not include Federal Excise Tax or Use Tax in bid; the District is not subject to it.
12. **DISCOUNT:** Cash discounts when stated on bid shall be allowed on all payments that are processed by the District with reasonable promptness after acceptance of material and receipt of vendor’s invoice in triplicate. Unless specified otherwise, cash discounts for a period of less than thirty (30) days will not be considered in determining a low bidder.
13. **NON-BIDDERS:** If bid is not made, please notify the District if you wish to remain on the mailing list.
14. **INTERPRETATIONS OF BID DOCUMENTS:** All interpretations of the bid conditions and/or specifications shall be made only by written addendum. The School District shall not be responsible for any other explanation or interpretation of the bid document.
15. **LEGAL REQUIREMENTS:** All bidders are required to comply with and be bound by all applicable provisions of law whether or not referred to herein.
16. **COMMUNICATION OF AWARD:** Bid award shall not become binding upon the School District until communication in writing to the successful bidder.
17. **SAFETY REGULATIONS:** All equipment and supplies furnished, and/or all work performed, shall meet all applicable safety regulations of the Division of Occupational Safety and Health of the State of California and Safety and Health Codes of the State of California.
18. **EQUAL OPPORTUNITY:** The bidder certifies that he is an Equal Opportunity Employer and has made a good faith effort to improve minority employment and agrees to meet federal and state guidelines. No discrimination shall be made in the employment of persons upon public works in this project because of the sex, race, color, national origin or ancestry, religion, or handicap of such personnel. Per 2 CFR Pt. 200, App. II C, the Equal Opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference and shall be considered part of this bid and by submitting bid response, vendors certify compliance thereto.

## SUPPLEMENTAL TERMS & CONDITIONS

1. **Read Carefully:** Vendors are expected to examine the conditions, specifications, and all instructions of the bid, as they are terms for award and binding. Failure to do so will be at the vendor's risk. Each vendor shall furnish the information required by the bid. Statements or communications which serve to qualify or put conditions on any bid, changes or additions to the bid form, alternative bids, or any other modification of the bid form which is not specifically called for may result in the District's rejection of the bid as not being responsive. **Non-conforming or qualified bids (such as stipulation of minimum orders, date specific pricing and/or delivery requirements) are subject to rejection in their entirety.**

Certain vendor requirements are existent throughout this document. Although specific areas/sections may specify certain terms, conditions, requirements, or instructions, they are part of the entire bid requirements and should be viewed non-exclusively. Vendors shall respond completely to the various points within the bid. Failure to provide written responses may be interpreted by the District as an inability by the vendor to provide the requested products/services.

Any questions regarding this bid shall be directed to the Nutrition Services Purchasing Office at 909/881-8008 x227 or x224, prior to the opening.

2. **Award:** The purpose of this bid is to award to a single vendor for efficiency in ordering and delivery. **Award will be on an ALL OR NONE BASIS** to the single lowest responsive bid and responsible bidder meeting all the terms and specifications of the bid documents, based on low total cost, quality of the products, service, delivery requirements, and vendor's reputation and references—as in the overall best interest of the District.

**BID ALL ITEMS.** Vendors shall quote on each item. ***Bid must be substantially responsive on all items or bid is subject to rejection.*** The District reserves the right, however, to accept or reject one or more items in the lot. An example may be, but is not limited to, rejection of an alternate item that is not considered equal and/or removal of a non-critical item, or an item that has restricted availability and/or inflated unit pricing. The District further reserves the right to waive details of the bid specifications if it determines that such a waiver will not make the bidding process unfair; if the deviation from the specifications is inconsequential. 'Minor/Waivable' rule *may* be applied at the discretion of the District management—in the case of slight errors, insignificant omissions, or immaterial technicalities—in good faith to reasonably promote fair and open competition and access to procurement. The District continually endeavors to further clarify and improve bid instructions. Any technical details previously waived in any past price request or bid award process may not be waived in evaluation of this NEW bid, as subject to the conditions currently stated herein.

Additional considerations, optional item(s) or other offerings that are not called for within the bid scope/award criteria shall not be considered when determining low bidder.

**Notwithstanding, the District reserves the right to award bids as deemed necessary and in the best interest of the Nutrition Services Department.**

3. **Vendor Criteria:** All responding vendors shall meet the following minimum criteria for bid submission. ✓ **(Certify compliance by checking the boxes below.)**

- ❑ Have a comprehensive **HACCP Plan** in place and *provide plan documentation and certification of conformance* illustrating operations in compliance with HACCP principles *within your bid response*. A comprehensive plan shows total compliance from production to the point of time the product is delivered to the District's doorstep. District personnel may conduct a comprehensive distributor facility review prior to and during the term of award.
- ❑ Have been in business for at least five (5) years, *with references provided* showing successful business relationships with at least three (3) school districts or food service institutions.
- ❑ **Provide substantiation** *within your bid response* of prior experience of at least one (1) successfully fulfilled contract of comparable dollar value and variety of products to one delivery point for a school district or similar food service institution.
- ❑ Own a sufficient warehousing facility and number of delivery trucks to be able to provide timely and complete deliveries as requested, including special/rush deliveries in an expedited time-frame.
- ❑ Provide complete and accurate automated billing as requested by the Cafeteria Accounting Department. One invoice per order and a monthly statement is currently required. Invoices payable monthly unless otherwise agreed upon by Nutrition Services Department. Invoices, packing slips, and all related correspondence must reflect correct purchase order number to initiate payment. Quarterly and/or yearly USAGE reports, by item, to be provided by vendor upon request.

4. **Sole Judge:** The District will be the sole judge of the merits and qualifications of the products AND of the ability of the vendor to meet District requirements. The District will be the sole judge as to whether the products are, in fact, substantially equal to the specifications set forth herein and whether such deviations are acceptable to the District. The District reserves the right to waive any irregularities or informalities in any bid, and to accept or reject any items thereon.

5. **Assignment:** The awarded vendor shall not in any manner, directly or indirectly, by operation of law or otherwise, sell, assign, subcontract, factor, encumber, or transfer the award of this bid/purchase order/agreement or any portion thereof, or any of the rights or privileges granted thereby, without the prior written consent of the District. If consent is not given by the District to assign, transfer, or encumber, such action may void award and/or any issued purchase order.

6. **Term:** The unit prices herein will be effective/remain firm for the period of one (1) year after the award date of the bid, which is *anticipated as approximately **January 23, 2019***. It is understood that products may be ordered up to and including the last day of the covered term; products should be received within 30 days thereafter. A blanket purchase order may be issued to the successful bidder after Board approval. Board meetings usually take place on the first and third Tuesdays of the month (or as otherwise scheduled by the Board). Internal Board agenda deadlines are usually approximately four (4) weeks before the scheduled meeting date.

**Extension Option:** Beyond the initial one-year period, the District may elect to extend the award for additional (1) year periods (or a lesser period if mutually agreeable) not to exceed a total of three (3) years, if it is in the best interest of the District and if the successful vendor agrees. Any extension made upon mutual consent of the District and the vendor shall be at the same terms, conditions, specifications and pricing per item, except where a bonafide increase has taken place. A price increase may be considered if justification of the cost increase is provided and evidenced by documentation—such as the manufacturer of an item stating increased raw material costs and providing invoices or other supporting documentation as proof

OR in accordance with the Consumer Price Index that best represents the San Bernardino area for the types of items purchased, whichever is less, may be negotiated subject to the existing market conditions and approval by the District. The vendor must substantiate any price increase with documentation that is acceptable and to the complete satisfaction of the District in order to justify the increase. Accordingly, any manufacturer's price or other negotiated price DECREASES shall be passed on to the District.

- 7. Prices:** Prices bid shall be a maximum/not to exceed price for the term of one year. Prices bid shall include all vendor indirect and overhead costs, including profit and ancillary expenses such as freight, pick-ups, storage, refrigeration costs, brokerage fees, delivery, etc. No additional shipping charges or any types of fees or surcharges are to be added later.

Additional Items: The District reserves the right to add related items to or delete items from the contract at any time during the period of the contract. Any items that may need to be added to this bid shall exhibit a similar, not-to-exceed mark-up fee. Indicate in the last space provided on the SPECIFICATIONS/ITEM LIST section, the actual cost plus fixed fee limit cap/limit, as applicable. Cost plus fee indicated must be a fixed dollar amount (not a range or percentage.) Vendor will provide the best pricing available based on type of item and quantity, which shall not exceed the actual cost plus fixed fee cap/limit stated on bid response. Vendor may charge a lesser fee at any time. Evidence and documentation of cost (at invoice price) will be provided by the vendor upon request. Any new/additional items must be approved in advance. NO unauthorized items may be purchased. Vendor shall not accept an order for any product that is not indicated, in writing, on the purchase order or an authorized PO change order. The District does not assume responsibility for orders of any products other than those listed herein and/or that have been formally awarded to the vendor on a purchase order (PO) or authorized PO change order. Cost plus fixed fee is figured as vendor's actual item COST + vendor's maximum FEE (actual fee charged may be less, but not more) = UNIT PRICE to District.

- 8. Usage:** The estimated yearly usage shown is the District's best estimate of the quantities that will be required based on the information available at the time. The Nutrition Services Department will be ordering these products on an as needed basis from a blanket purchase order. This is an indefinite-quantity bid. The District does not guarantee orders nor shall the District be required to limit its orders. Purchase is contingent upon availability of funds. The District reserves the right to buy either more or less than this quantity throughout the term of the bid or to delete a line item or entire bid over the contract period or to purchase from different vendors. Bid may be cancelled at any time with thirty (30) days written notice without cause and without any further obligation other than payment for goods rendered prior to the effective date of such termination. Termination for cause and/or convenience applies as required for all contracts in excess of \$10,000 per 2 CFR Part 200, Appendix II (B.) See also Non-Performance.

- 9. Orders:** Orders will be placed by the Nutrition Center Expeditor based on the District's needs. Orders should be placed only for the items as shown on the bid list. Orders should not be accepted for items that are not on the bid or for non-authorized substitutions. If such unauthorized items are ordered and delivered it will be at the discretion of Nutrition Services personnel whether payment will be made to the vendor for such items.

- 10. Legal Requirements:** All products must conform to the provisions set forth in the federal, state, county, and city laws for their production, handling, processing, marketing, and labeling. In accordance with California Department of Education's School Nutrition Program guidance manual all contracts with vendors that exceed \$100,000 need to have the following stipulation verbatim: "The Food Service Management Company (FSMC) must comply with section 306 of the Clean Air Act (42 USC Part 1857 [h]), Section 508 of the Clean Water Act (33 USC Part

1368), Executive Order 11738, and Environmental Protection Agency (EPA) regulations (40 CFR part 15). ...violations will be reported to the USDA FCS and the United States EPA. The FSMC will not utilize a facility listed on the EPA List of Violating Facilities (A-102 14[I]).” Per 2 CFR Part 200, Appendix II G—H, vendors agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387) and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C 6021).

- 11. Specifications:** Specifications are minimum requirements that should be met or exceeded. **The vendor shall state the brand and item number bid**; if none is indicated it is understood that the vendor is quoting the exact brand and number specified. If proposing product “equal to” the brand specified any differences should be clearly noted—**“or equal” brands quoted shall INCLUDE COMPLETE DESCRIPTIVE LITERATURE/SPECIFICATIONS AND NUTRIENT ANALYSIS WITHIN YOUR BID RESPONSE.** *Failure to supply the “or equal” product specifications and nutrient analysis sheets may result in rejection of alternate item(s) and/or the bid as non-responsive.* Spec sheets shall be dated and signed as appropriate and clearly marked with related bid line item number and submitted in sequential order. In addition, upon request, the successful vendor must provide ingredient lists, nutrient analysis, and/or specification sheets for all items awarded on this bid.

Vendors may propose any product equal to that specified. Certain specifications set forth herein for the purpose of establishing standards are not intended to preclude any vendor from bidding who can meet these specifications and requirements. Product specifications are based on products and pack sizes currently in use. Alternate pack sizes may be accepted when pack size specified is not available. IF quoting an item where pack size is different than specified, show the alternative packaging size and equalize your bid to the total quantity requested. If proposing an alternate or “generic” item, please quote it in addition to the brand requested, if possible. Some specific brands and specifications shown have been established by the Nutrition Services Department based on the Department’s research and expertise, student testing, popularity of the food item, and/or brand name recognition; therefore, alternates may not be considered in circumstances where the menu, recipes, or sales may be affected. Equivalent products may be accepted as long as the vendor has provided documentation and substantiation (by providing sample(s) or by other means) ensuring that the product meets the minimum specifications (quality, weight, material, etc.) of this bid and District requirements. **In any case, the District will be the sole judge as to whether the products are, in fact, substantially equal to the specifications set forth herein and whether such deviations are acceptable to the District.**

- 12. Unacceptable Products:** Out-of-date/expired, or *nearly expired products—with less than 120 days minimum shelf life remaining (or 50% of product shelf-life if the product has less than 120 days shelf life as manufactured)*, damaged product, dented cans/containers, products that have been relabeled and/or re-cased or show evidence of improper handling, “seconds”, boxes with leaks, products of inferior quality, and products that are over mature, have blemishes, or have been classified as slightly imperfect, etc., shall not be bid herein. District shall refuse upon delivery and/or vendor shall issue credit to the District for all products returned that are damaged, defective, expired or about to expire, or do not meet specifications. Any special circumstances or vendor concerns regarding product shelf life shall be presented accompanied by full manufacturer documentation to District; final acceptability or exceptions shall be as determined by the District, Nutrition Services Program Manager or designee.

- 13. Non-Conformance to Specifications:** No change shall be made in any specification of any item awarded unless a written statement detailing the changes with documentation is first submitted to the District and written consent thereto obtained. Vendors are expected to take



immediate action to correct any situation in which product integrity is violated. If, in the opinion of the District, a bid item purchased does not conform to specification or perform to the standards of the previous samples submitted, the District reserves the right to have the product tested by an independent testing laboratory or state weights and measures representatives. If the test shows that the product does not conform to specifications or meet the standards of samples submitted, the cost of testing will be charged to the vendor and the contract may be cancelled. If any product fails to meet specifications, the District may require, within a reasonable time as determined by the District: cash restitution or in-kind replacement, at the District's discretion for the entire lot that failed and/or payment for the value of all meals that the District served which failed to contain the required components of a reimbursable meal because the vendor provided short-weighted products. The District may withhold a sufficient amount(s) of any payment otherwise due to the vendor, as determined necessary to cover defective items not remedied. A notice of products failing to contain required quantities/meet specifications will constitute a breach of contract and may result in contract termination. The vendor must absorb all costs resulting from termination for cause.

- 14. Food Safety/Recalls:** The successful vendor shall have a product recall system in place that notifies the District within 24 hours of the product recall, places inventory on an on-hold status in a manner that the product cannot be issued to the District, and facilitate product clearance. Awarded vendor will be expected to facilitate product clearance in the event of a recall by USDA, FDA, or other. Vendor shall request, compile, and verify, on the District's behalf, letters direct from any potentially applicable product manufacturers (on manufacturer letterhead) certifying the specific lot numbers are not sourced and/or confirming that the District has not received any affected product. No potentially affected product will be served by the District until specific, written clearance has been received. As unnecessary delay of clearance letters may disrupt District menu and distribution scheduling, timely response and continued follow-up is critical.
- 15. Substitutions:** The successful vendor must deliver the brands quoted and accepted by the District and meet the delivery time promised. Failure to supply the brands specified or to deliver within the time promised may result in cancellation of award. If circumstances beyond the vendor's control mandate the need for a substitution, approval must be obtained by the Nutrition Services Department Program Manager or designee prior to delivery. Documentation from the manufacturer or other evidence verifying availability problems shall be included with any substitution requests. The vendor will be required to provide an equivalent product in quality, pack size, and pricing. Samples may be required. If specified product can be obtained by Nutrition Services from another vendor, Nutrition Services may bill back the vendor any difference in pricing and costs related to having to procure said product elsewhere.
- 16. Right to Inspect:** The District reserves the right to inspect the facilities, including all areas and vehicles, of the vendor prior to award of contract and/or during the term of the contract. If representatives of the District determine after such inspection that the vendor is not capable of performance satisfactory to the school district, the bid will not be considered or it may be cancelled. Vendors must maintain clean, pest-free storage areas. The District reserves the right to request information about vendor's pest control in storage areas and delivery vehicles. All chemicals used shall be certified as safe for use around food stuffs.
- 17. Non-Performance:** The school district reserves the right to discontinue service of all or any portion of any contract resulting from this bid for reason of unsatisfactory product or service or any reason determined to be detrimental to the health and welfare of students and school personnel and to hold the contractor in default. Failure to furnish all awarded items per the bid, in a timely manner, as specified, shall constitute unsatisfactory service. If the vendor fails or neglects to perform as set forth herein, the District may, without further notice or demand, cancel

award and rescind any purchase order or may purchase elsewhere and hold vendor responsible and liable for all damages which may be sustained thereby, or on account of the failure or neglect of vendor in performing the required terms and conditions herein. This is in addition to and not in limitation of any other rights or remedies available to the District. The vendor may also be penalized by being deemed as non-responsible as may apply to future bid opportunities. The District may withhold a sufficient amount or amounts of any payment otherwise due to the vendor, as in its judgement may be necessary to cover defective items not remedied or a failure to delivery requested items and the District may apply such withheld amount(s), including short-payment for incorrect invoices, to the payment of such claims, in its discretion. Vendor may be excused from performance hereunder during the time and to the extent that it is prevented from obtaining, delivering, or performing in the customary manner by act of God, fire, strike, partial or total interruption of, loss or shortage of transportation facilities, lockout, commandeering of raw materials, products, plants, or facilities by the government, when satisfactory evidence thereof is presented to the District providing it is satisfactorily established that the non-performance is not due to the fault or negligence of the vendor.

**18. Samples:** Upon request, samples of items bid must be submitted for approval. Samples may be requested both before and after award is made. Such samples shall be delivered as soon as possible and within five (5) working days of request at no charge to the District. Each sample must be clearly marked with the vendor's name, the bid line item number, the brand, stock/code number, pack size information, specification sheets, and nutrient analysis. All samples shall become the property of the District. Failure to furnish samples as requested may be cause for rejection of the bid.

**19. Delivery Requirements:** Delivery is of the essence; expected 2-5 days per week pursuant to actual orders placed. Delivery shall be FOB Destination to the Child Nutrition Center Warehouse located at 1257 Northpark Blvd., San Bernardino, CA 92407. Delivery appointments are required, and must be scheduled by calling 909/881-8008 ext. 237. All products must be delivered on full size, 40" x 48", wooden, four-way pallets. Pallets shall be stacked no higher than 66 inches. Deliveries not made in accordance with these requirements are subject to refusal. When a product is refused, the attached Refusal form (page 18) shall be filled out and distributed as indicated. A copy is given to the driver so that the vendor is aware of why the product has been refused. Refused product shall not be redelivered to the District.

Delivery slips, referencing the bid number and current purchase order number, are to be provided in duplicate as follows: (1) Original copy signed by Nutrition Services personnel receiving the material shall be left at the delivery location. (2) The vendor shall retain duplicate copy. Delivery requires products in containers that are clean, in vehicles that are clean, and by personnel that are properly attired. Trucks will be kept in good repair. Maintenance records must be available for inspections by District personnel. Vendor must receive and deliver products to schools in accordance with the Sanitary Food Transportation Act of 1990. Vendors submitting requests certify compliance with this requirement.

<http://www.fda.gov/RegulatoryInformation/Legislation/ucm148790.htm>

**20. Driving on Premises:** Vendor's representatives driving motor vehicles on District grounds will use extreme caution. Any unusual conditions noted by drivers such as gates or doors found unlocked and/or open, evidence of vandalism, or accidental damages caused, etc. should be reported to School Police 24/7 Dispatch at 909/388-6130 or the 24-hour Emergency Number at 909/889-6833. In the event of vendor accidental damage to site fence or other, vendor must report in writing to Nutrition Services management immediately and will be liable for damages and held responsible for repair costs.

**21. Prohibition of Subcontracting:** Joint-venture and/or use of subcontractors in any manner is

expressly prohibited in relation to this bid. The successful bidder must deliver direct and shall not contract to another distributor for delivery or in any other manner.

- 22. Service:** The District requires a high level of service and support from the awarded vendor. Vendor will be held responsible for following-up on incremental, “just-in-time” orders to ensure complete and on-time deliveries. Partial shipments are discouraged. The goal is to order all items from one source and to receive complete orders without multiple deliveries, drop shipments, or back orders. Any order or delivery discrepancies/delays shall be handled promptly by the vendor’s contact person assigned to the District. On-site response may be required.
- 23. Addendum:** If it becomes necessary for the District to revise any part of this bid, an addendum will be provided to all vendors prior to the bid opening. Any addendum will be signed and included with your bid response. Requests for clarification and/or to amend any part of this bid must be done in writing prior to the bid opening to allow for a response. Bid/addendum posts located online at <http://sbcusdnutritionservices.org>
- 24. Local & Domestic Products:** Locally produced foods shall be bid; to the maximum extent practicable, domestic products shall be purchased for use in the National School Lunch Program. If a vendor is quoting on a foreign product, it must be so noted on the bid and the reason for quoting on a foreign product (with documentation) must be disclosed within your bid submission. The “Buy American” provision of Public Law 105-336, 7CFR Part 210.21 (d) requires that school districts buy food produced in the United States when buying with Federal funds. A school may buy foreign commodities as a last resort if the recipient’s food preferences can only be met with foreign goods: 1) If the products are not produced within the United States in a sufficient quantity and quality, or 2) If the cost of the domestic food product is significantly higher than foreign products per competitive pricing received and noted. Any such exceptions (including product description, country of origin, domestic price(s), non-American price(s), and reason for waiver including sufficient detail as to limited/lack of availability of domestic alternative in relation to quantities stated) must be clearly documented within bid response for provision to state auditing authorities upon request. Vendor provided disclosure documentation shall also include recommendations and substantiation, addressing other potential domestic sources, seasonality, and menu substitutes, with provision of third-party verification (e.g. USDA Agricultural Marketing Service web page: <https://www.ams.usda.gov/market-news>.) Failure to provide complete disclosure and justification of waiver for the reasons noted above may result in product rejection at the vendor’s expense. Vendors submitting bid response hereby certify compliance and promise to abide by Buy America provisions; that products quoted are domestic products produced and processed in the U.S.A. substantially (over 51% of the final processed product) using agricultural commodities that are produced in the U.S.A. (unless excepted in writing as above.) Additionally, California-made supplies shall be preferred when price, fitness, and quality are equal, pursuant to Government Code Sections 4330-4334 of the State of California. To ensure compliance, successful vendor shall list any non-domestic country of origin for products herein as well as on receipts and invoices. Successful vendor promises, and will show proof upon request, practices meet in every respect the Buy American requirements. **If Vendor offers non-American product, vendor must complete the Buy American Certification (1 page form)** enclosed and return with your bid response.
- 25. Non-Collusion:** Vendors submitting bids hereby certify that the bid is genuine and not sham or collusive or made in the interest or behalf of any person not herein named, and that the vendor has not directly or indirectly, induced or solicited any other vendor to put in a sham bid, or any other person, firm or corporation to refrain from bidding, and has not in any matter sought by collusion to secure for himself an advantage over any other vendor. Complete the Non-Collusion Declaration (1 page form) enclosed and return with your bid response.

- 26. Debarment/Lobbying Certification:** Per the State of California, as a school food authority, we must require that each responding bidder provide completed certification statements regarding debarment and lobbying. Complete the *Disclosure of Lobbying Activities (2 page form)* and *Debarment, Suspension, and Responsibility Matters (1 page form)* enclosed and return within bid response.
- 27. Rebates/Incentives:** Please advise which products qualify for manufacturer rebates or incentive programs, such as Cool School Café, etc. Successful vendor must be proactive and search out rebates for the Nutrition Services Department. Vendors must help redeem rebates by sending reports to the manufacturer of applicable incentive programs and/or providing various usage/velocity reports as may be requested by the District. *Vendor should advise what action will be taken to maximize rebate and/or incentive point accumulation potential with manufacturers and other incentive programs, vendor shows, etc. Vendor should also specify any promotional or marketing materials that may be available to the District.* Vendors should include information with bid response.
- 28. Technology Solutions:** Vendor who can provide the capability of computerized, on-line ordering, invoicing, and delivery tracking system is desired. *Vendors should include any information and literature on automated ordering and invoicing with bid response.*
- 29. Insurance Requirements:** The successful vendor will be required to meet District insurance requirements for Workers Compensation, Comprehensive General Liability, Products Liability, and Automobile Liability. Attached are three forms entitled *Instructions for Completing, Executing and Submitting Evidence of Insurance (2 pages)*; *Insurance Requirements (2 pages)*; and *General Liability Additional Insured Endorsement (2 pages)* regarding these requirements.
- 30. Covenant Against Gratuities:** The vendor warrants by signing hereon that no gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by the vendor or any agent representative of the vendor, to any officer or employee of the District with a view toward securing favorable treatment with respect to any determinations concerning the performance of the contract. For breach or violation of this warranty, the District shall have the right to terminate the contract, either whole or in part, and any loss or damage sustained by the District in procuring on the open market any items which vendor agreed to supply shall be borne and paid for by the vendor. The rights and remedies of the District provided in the clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under the contract.
- 31. Conflict of Interest:** The awarded vendor shall disclose to the District the name of any officer, director, employee, or consultant who is also an employee of the District. The awarded vendor shall also disclose the name of any District employee who owns a significant stock interest of the awarded vendor's corporation, or any of its branches, or any other real or apparent conflict of interest with any District employee.
- 32. Business License Number:** \_\_\_\_\_  
*Include a copy of current business license (the legal document that grants you the right to operate a business in your city. **Note:** This is not a Federal Tax ID or State Registration number.) Awarded vendor shall obtain necessary business license/registration within the City of San Bernardino. Link to City of San Bernardino business license information: <http://www.ci.san-bernardino.ca.us/>*
- 33. Governing Law/Ordinances & District policy:** This bid and any resulting purchase order shall be governed by and construed in accordance with the laws of the State of California, County of

San Bernardino. Additionally, awarded vendor is responsible for all city/county/state/federal rules and ordinances and agrees to conform to all prevailing District Board Policies, District Administrative Regulations, laws and regulations—municipal, state, and federal—and any and all requirements, orders, permits, or any municipal, state, or federal board authority, present or future, in any way relating to this bid throughout the entire term and any extensions thereof. Each and every provision of law and clause required by law to be inserted in this bid shall be deemed to be inserted herein and shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon application of either party, the bid shall forthwith be physically amended to make such insertion or correction. The awarded vendor and the District agree that if any provision of this bid and resulting purchase order is found to be illegal or unenforceable, such term or provision shall be deemed stricken and the remainder shall remain in full force and effect. Either party having knowledge of such term or provision shall promptly inform the other of the presumed non-applicability of such provision. Should the offending provision go to the heart of the bid, the purchase order shall be terminated in a manner commensurate with the interests of both parties, to the maximum extent reasonable.

**34. CDHS-FDB Registration:** California Health and Safety Code Section 110460, et seq. requires all businesses engaged in the manufacturing, packing, labeling, or holding (warehousing) of processed food products in California to register annually with CDHS-FDB. Specific information about the CDHS-FDB registration requirements is available at <http://www.dhs.ca.gov/fdb/HTML/food/procfdrq.htm>. Vendors submitting bids hereby certify compliance with this requirement.


**35. Hold Harmless:** The vendor agrees to and does hereby indemnify and hold harmless the District, its officers, agents and employees from every claim or demand made and every liability, loss, damage, or expense of any nature whatsoever, which may be incurred by reason of: A. Liability for damages for (1) death or bodily injury to persons, (2) injury to property, or (3) any other loss, damage or expense arising out of the contract sustained by the vendor and any person, firm or corporation employed by the vendor upon or in connection with the work called for in this bid except for liability for damages referred to above which results from the sole negligence or willful misconduct of the District, its officers, employees, or agents. B. Any injury to or death of persons or damage to property, sustained by any person, firm or corporation, including the District, arising out of, or in any way connected with the services covered by the contract, whether said injury or damage occurs either on or off District property, except for liability for damages which result from the sole negligence or willful misconduct of the District, its officers, employees, or agents. C. The vendor, at his own expense, cost, and risk, shall defend any and all actions, suits, or other proceeding that may be brought or instituted against the District, its officers, agents, or employees on any such claim, demand, or liability and shall pay or satisfy any settlement or judgment that may be rendered against the District, its officers, agents, or employees in any action, suit, or other proceeding as a result thereof.

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

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



in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at the [Filing a Program Discrimination Complaint as a USDA Customer page](http://www.ascr.usda.gov/complaint_filing_cust.html) [http://www.ascr.usda.gov/complaint\_filing\_cust.html] , and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;

(2) fax: 202-690-7442; or

(3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.

**37. References:** Each vendor shall provide a minimum of (3) references. **Attach proof of prior experience** (i.e. copy of a purchase order from another school district or signed contract) and submit with your response as substantiation of successful and comparable performance to satisfy the vendor criteria requirement and provide references herein:

<u>Ref. #</u>	<u>School District/Institution:</u>	<u>Contact Name &amp; E-mail:</u>	<u>Phone &amp; FAX:</u>	<u>Awarded Dollar Value:</u>
1				
2				
3				
4				
5				

Reference letters may be provided in addition. *Attach/include within bid response.*

**38. Warehousing Facility:** List address, size, and description:

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**39. Delivery Trucks:** List number/type of owned trucks:

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**40. District Contact:** Note primary contact person responsible for monitoring our account order status, deliveries, etc.)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

FAX: \_\_\_\_\_ Email: \_\_\_\_\_

Note: The Child Nutrition Center orders are currently submitted to vendor via E-mail. Please confirm orders are accepted via E-mail addressed to: \_\_\_\_\_

**41. New Vendor Transition:** If bid is awarded to a vendor not currently under contract with the District, awarded vendor will be expected to facilitate start-up/transition procedures and promptly address any issues involved ensuring a smooth and seamless transition. Vendor may be asked to provide no charge/on-site orientation(s) with District staff at in-services.

**42. Certification of Compliance:** **Vendors, by the act of submitting and signing bid form, certify that they meet all of the criteria, terms, and conditions stipulated** throughout the bid document and fully comply with applicable Federal, State, local laws and regulations, and District policy, and shall indemnify and hold District harmless from any liability, cost or expense (including, without limitation, District’s court costs and reasonable attorney’s fees) resulting from vendors failure of compliance. The bid consists of the accepted bid form, conditions, specifications, required forms or documentation, any addendums, written clarifications, and resulting purchase order—all complimentary in that obligation required by one section and not in others shall be done as if required by all. Furthermore, all information furnished herein, related forms, and supplemental documentation as required by the successful vendor shall be kept correct and up-to-date at all times. It is the responsibility of the awarded vendor to advise, update, and report any material change(s) to the vendor’s status/information submitted during the life of the bid, including all extension periods. Such documentation may include, but is not limited to, insurance certificates, fingerprinting clearance, debarment and lobbying information, etc. Should vendor fail to comply, District may terminate award without notice. Vendors submitting signed bids expressly certify compliance with applicable laws, Federal procurement regulations found in title 2 Code of Federal Regulations Section 200.318--.326 which shall be read and enforced as if included in full herein, and District policies and procedures as applicable to this bid, including but not limited to, Tobacco/Drug-Free Workplace Act of 1990 (Government Code Section 8350 et. seq. requiring a published statement notifying employees concerning the prohibition of controlled substance at the workplace, an established drug-free awareness program, and a requirement of each employee engaged in the performance of the contract be given a copy of the statement per section 8355(a), and require such employee to agree to abide by the terms of that statement) as well as District Affirmative Action programs. Vendor and all vendor representatives shall abide by the same conditions of conduct as expected of District employees, without the implication of employment. District policies may be accessed via the District’s website: <http://www.sbcusd.com/index.aspx?nid=419>  
References: Smoking and Use of Tobacco at District Facilities (BP 3513.4); Affirmative Action Program for Equal Employment Opportunity (BP 4030.1); Nondiscrimination In Employment (BP 4030); Drug and Alcohol-Free Workplace (BP 4020.)

**43. Fingerprinting:** The successful vendor will be required to comply with all provisions of Education Code Section 45125.1 regarding fingerprinting. Please see attached form entitled

Fingerprint and Criminal Background Check Certification (1 page). Fingerprint clearance or approved exemption status is required. Please see Department of Justice link at: <http://www.oag.ca.gov/fingerprints>

- 44. Bid Submission:** All bids **must be signed** and submitted by the time and due date indicated to the Nutrition Services Department, Attention: Purchasing Office, 1257 Northpark Boulevard, San Bernardino, California, 92407, in a sealed envelope CLEARLY indicating the bid number and title, opening date, and time. The District will not be responsible for bids received that are late to the Purchasing Office and/or not clearly identified. Bids received after the public opening time will not be accepted and returned unopened. It is the sole responsibility of the bidder to ensure that the bid is received before the opening time.
- 45. Bid Opening:** Bids will be opened publically and prices shared. Vendors shall be solely responsible to come prepared with whatever items may be needed to take desired notations, which may include blank bid copies, pen/paper, camera phone, etc. No District provisions/no copies shall be provided by the District at the time of the public bid opening.
- 46. Iran Contracting Act:** Pursuant to the Iran Contracting Act of 2010 (Public Contract Code sections 2200 through 2208 are “the Act”), vendors are ineligible to bid on, submit a proposal for, enter into, or renew any contract with the state for goods or services of one million dollars (\$1,000,000) or more if the vendor engages in investment activities in Iran, as defined in the Act. The Act requires that DGS establish and periodically update a list of ineligible vendors. **Submit completed IRAN Contracting Act form.**



**SIGNATURE PAGE**

The undersigned has read the specifications, instructions, conditions, and all supplementary conditions or instructions included herein, is familiar with and understands the provisions and proposes and agrees to furnish and to deliver the goods and/or services in strict accordance with these specifications, instructions, conditions and provisions, and the prices quoted herein:

By: **X** \_\_\_\_\_ Delivery \_\_\_\_\_ days from date of order.

*Original Signature Required*

Printed Name & Title: \_\_\_\_\_

Name of firm: \_\_\_\_\_ Terms/Cash Discount - \_\_\_\_\_% \_\_\_\_\_ days.

Address: \_\_\_\_\_  
CITY STATE ZIP

Remit Address: \_\_\_\_\_  
CITY STATE ZIP

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ FAX: ( \_\_\_\_\_ ) \_\_\_\_\_

Website: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Attention**

“The District/State agency/Territory participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A ‘domestic commodity or product’ is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR 210.21(d).” We require bidders to certify that the products noted within the Specifications/Item list are processed in the U.S. By signing below you certify per the Specifications/Item List that the products noted within the document were processed in the U.S. and contains over 51% of its agricultural food component, by weight or volume, from the U.S.

\_\_\_\_\_  
*Print Name*                      *Signature of Authorized Official*                      *Title*                      *Date*

## **Bidder Checklist**

√ to confirm information/documentation is included and completed—

- ❑ **HACCP** Plan compliance documentation enclosed - (3.)
- ❑ **Substantiation** of prior experience/proof enclosed - (37.)
- ❑ **Non-Collusion Declaration** (1 page form) (25.)
- ❑ Debarment/Lobbying— (26.)
  - Disclosure of Lobbying Activities (2 page form) and
  - Debarment, Suspension, and Responsibility Matters (1 page form)
- ❑ **Nutrient Analysis Sheets** - for any and all “or equal” items **enclosed (11.)**
- ❑ Documentation of any Non-Domestic items enclosed if applicable—(24.)
- ❑ **Buy American Certification** (1 page form)
- ❑ Vendor Implementation Plan
- ❑ Rebate/Incentives Info.
- ❑ Iran Contracting Act (1 page form) 46.

### Remember to complete:

- ⇒ √ Minimum Vendor Criteria met for bid submission
- ⇒ Business License Number with copy (32.)
- ⇒ List of References (37.)
- ⇒ District Contact (40.)
- ⇒ Delivery Truck & Warehouse Facility Information (39 & 38.)
- ⇒ **Original Signature Above**

### Items required by successful vendor upon award of Bid:

- Insurance Certificate (29.)
- Fingerprint and Criminal Background Check Certification (1 page form) (43.)
  - ⇒ Please indicate if vendor has already completed criminal background check requirements of Ed. Code 45125.1; currently has completed fingerprinting and background clearance for delivery employees that would provide service to the District. YES  or NO

S A M P L E O N L Y (Per SUPPLEMENTAL TERMS & CONDITIONS #19)

REFUSAL OF GROCERY PRODUCTS & CANNED GOODS

DATE \_\_\_\_\_ TIME \_\_\_\_\_

VENDOR \_\_\_\_\_

PURCHASE ORDER NUMBER \_\_\_\_\_

PACKING SLIP OR BILL OF LADING # \_\_\_\_\_

PRODUCT \_\_\_\_\_

CONDITION OF CASES \_\_\_\_\_

\_\_\_\_\_

CODE DATE (S) FROM THE BOXES \_\_\_\_\_

TEMPERATURE OF PRODUCT \_\_\_\_\_

AVERAGE TEMPERATURE \_\_\_\_\_

TOTAL # OF CASES REFUSED \_\_\_\_\_

REASON FOR REFUSAL OF PRODUCT \_\_\_\_\_

\_\_\_\_\_

DATE PRODUCT IS ON THE MENU \_\_\_\_\_

ADDITIONAL INFORMATION \_\_\_\_\_

**Distribution:**

Vendor (Copy to be sent with driver upon refusal of product)

Warehouse Manager

Expeditor

Cafeteria Accounting

Purchasing (Bid/documentation file)

Grocery Products and Canned Goods

**VENDOR TO COMPLETE THESE COLUMNS FOR ALL ITEMS**  
 \*If the answer is No to U.S.A. product you must complete the Buy American Certification form.

BID Line No.	District Item	ITEM / DESCRIPTION	Current Vendor Code: (Sysco)	Manuf. Brand & Code # <u>OR EQUAL</u>	UNIT	EST. ANNUAL USAGE	Brand Name, Item # & Pack Size Bid	U.S.A. Product Yes/No* & Weight ___%	Vendor Item #	UNIT PRICE	EXTENDED COST
1	C=28940 O=28690 S=28700	APPLESAUCE, SINGLE SERVE, 72/4 OZ./CS., ALL FLAVORS AVAILABLE AT STATED PRICE & PACK SIZE, INCLUDING: <b>C</b> INNAMON <b>O</b> RIGINAL <b>S</b> TRAWBERRY	C 21138	Mott's C 10002266	CS	6,500					\$
			O 21136 S 21147	O 21136 S 21147							\$
2		APRICOTS, HALVES, UNPEELED, 6/#10/CS.			CS	1,008					\$
3	28625 28635 28655 29665 28671 28685	BABY FOOD, 12/4 OZ. JARS/CS., ALL FLAVORS AVAILABLE AT STATED PRICE & PACK SIZE, INCLUDING: <b>B</b> ANANAS <b>P</b> EARs <b>A</b> PPLESAUCE <b>P</b> EAS <b>S</b> WEET POTATOES <b>G</b> REEN BEANS <b>(MUST HAVE 1 YEAR SHELF LIFE FROM RECEIVING DATE.)</b>	99207= B 99202= P 99198= A 99203= E 99205= S 99200= G	GERBER  1500099207=B 1500099202=P 1500099198=A 1500099203=E 1500099205=S 1500099200=G	CS	550					\$

Grocery Products and Canned Goods

**VENDOR TO COMPLETE THESE COLUMNS FOR ALL ITEMS**  
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BID Line No.	District Item	ITEM / DESCRIPTION	Current Vendor Code: (Sysco)	Manuf. Brand & Code # <u>OR EQUAL</u>	UNIT	EST. ANNUAL USAGE	Brand Name, Item # & Pack Size Bid	U.S.A. Product Yes/No* & Weight ___%	Vendor Item #	UNIT PRICE	EXTENDED COST
4	28681 28682 28683	BABY FOOD, MEATS, 12/2.5 OZ. JARS/CS., ALL FLAVORS AVAILABLE AT STATED PRICE & PACK SIZE, INCLUDING: BEEF CHICKEN TURKEY	001214=B 01212=C	GERBER 1500001214=B	CS	80					\$
5	26105	BACON BITS, IMITATION, 25#/CS.	12101	Pacific Spice BB 25#	CS	50					\$
6	26110	BAKING POWDER, 6/5#/CS.	58001	Diamond Crystal 58001	CS	50					\$
7	26120	BAKING SODA, 24/1#/CS.	1067	Arm & Hammer 1067 24/1#	CS	15					\$
8	26150	BASE, CHICKEN, NO MSG ADDED, 25# DRUM	68025	Rich In All 25#	EA	135					\$
9	30110 Catering	BASE, FRUIT PUNCH BASE, 4/1 GAL/CS., 5 X 1	00112	Rich In All 112	CS	20					\$
10	30120 Catering	BASE, LEMONADE, 4/1 GAL./CS.	00113	Rich In All 112	CS	115					\$
11	28062	BEAN, BLACK, 6/#10/CS.	043452	Teasdale 043452	CS	700					\$
12	31625	BEAN, KIDNEY, DARK, 6/10/CS.	1019	Teasdale 93232	CS	600					\$
13	27445	BEANS, BAKED OVEN PREM TRAY PACK, 6/#10 CANS/CS.	33049	B & M 7133049	CS	120					\$
14	27350	BEANS, GARBANZO, FCY NO SULFITE, 6/#10 CANS/CS. (ORDERED WHEN OUT OF COMMODITY.)	93850	Teasdale 93850	CS	600					\$

Grocery Products and Canned Goods

**VENDOR TO COMPLETE THESE COLUMNS FOR ALL ITEMS**  
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BID Line No.	District Item	ITEM / DESCRIPTION	Current Vendor Code: (Sysco)	Manuf. Brand & Code # <u>OR EQUAL</u>	UNIT	EST. ANNUAL USAGE	Brand Name, Item # & Pack Size Bid	U.S.A. Product Yes/No* & Weight ___%	Vendor Item #	UNIT PRICE	EXTENDED COST
15	27220	BEANS, GREEN, CUT N/W VARIETY, SCHOOL CUT 3&4 SIEVE, MIN. DRAINED WEIGHT 60 OZ. EXTRA STANDARD GRADE, 6/#10 CNS/CS.	38180	CHH Domestic 38180	CS	850					\$
16	29481	BEANS, INSTANT REFRIED, 6/30 OZ. BAGS/CS.	82010	Cookquik 82010	CS	40					\$
17	28060	BEANS, PINTO, DRY, DOUBLE WASHED, 25# SACK.	542112	Solfresco 189542112	SK	850					\$
18	27405	BEETS, SHOESTRING, 6/#10/CS.	9010	Seneca 92781 6/#10	CS	60					\$
19	29320	BOWLS, 4-1/2" SCHOOL TRAY SIZE, 12/12 COUNT, 144 BOWLS/CS., EDIBLE MINI PIE SHELL.	05208	EDIBOWL 0520-8	CS	1,000					\$
20	35605	BREAD, LOW PROTEIN, SLICED RICE STARCH LOAF, GLUTEN FREE, VERY LOW SODIUM, 6/30 OZ. LOAVES/CS.	810001	Udi 6/30 oz.	CS	36					\$
21	27230	CARROTS, SLICED 1/4" 1 1/8" - 1 1/2" DIAMETER, 6/#10 CANS/CS. (ORDERED WHEN OUT OF COMMODITY.)	92822	Cal Girl 92822	CS	350					\$
22	27965	CEREAL BAR, 1.42 OZ., 96/CS. CINNAMON TOAST CRUNCH, WG	45576	GM 45576 1.42 oz.	CS	500					\$
23	27973	CEREAL BAR, 1.42 OZ., 96/CS. COCO-PUFFS, WG	45577	GM 45577 1.42 oz.	CS	500					\$

Grocery Products and Canned Goods

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BID Line No.	District Item	ITEM / DESCRIPTION	Current Vendor Code: (Sysco)	Manuf. Brand & Code # <u>OR EQUAL</u>	UNIT	EST. ANNUAL USAGE	Brand Name, Item # & Pack Size Bid	U.S.A. Product Yes/No* & Weight ___%	Vendor Item #	UNIT PRICE	EXTENDED COST
24	27977	CEREAL BAR, 1.42 OZ., 96/CS. FRUITY CHERRIOS, WG	31912	GM 31912 1.42 oz.	CS	550					\$
25	27967	CEREAL BAR, 1.4 OZ., 96/CS. TRIX, WG	31915	GM 31915 1.42 oz.	CS	500					\$
26	27990	CEREAL BAR, GRANOLA OAT & HONEY, 144/.74 OZ. NAT VLY GM #11582 OTHER AVAILABLE FLAVOR AT SAME PRICE/PACK SIZE: PEANUT BUTTER	11582 11584	NAT VLY GM 11582000 PB=11584	CS	120					\$
27	29497	CEREAL, APPLE JACKS, 1/3 LESS SUGAR, INDIVIDUAL BOWL PACK, 96/1 OZ./CS.	78787	Kellogg 78787 96/1 oz.	CS	820					\$
28	27940	CEREAL, CHEERIOS, HONEY NUT, INDIVIDUAL BOWL PACKAGE, 96/1 OZ./CS.	041898	GM 11918000 96/1 oz.	CS	500					\$
29	27900	CEREAL, CHEERIOS, REGULAR, INDIVIDUAL BOWL PACK, 96/1 OZ./CS. WG	32262	GM 32262	CS	600					\$
30	27925	CEREAL, CHOC. MINI WHEAT LITTLE BITES, 96/1 OZ. BOWL PACK/CS.	45861	KELLOGG 38000-45861	CS	510					\$
31		CEREAL, CINNAMON CHEX, GLUTEN FREE, 96/1 OZ./CS.		GM 38387000	CS	432					\$

**Grocery Products and Canned Goods**

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BID Line No.	District Item	ITEM / DESCRIPTION	Current Vendor Code: (Sysco)	Manuf. Brand & Code # <u>OR EQUAL</u>	UNIT	EST. ANNUAL USAGE	Brand Name, Item # & Pack Size Bid	U.S.A. Product Yes/No* & Weight ___%	Vendor Item #	UNIT PRICE	EXTENDED COST
32	27935	CEREAL, COCOA PUFFS, REDUCED SUGAR, INDIVIDUAL BOWL PACKAGE, 96/1.06 OZ./CS., WG	31888	GM 31888 96/1.06 oz.	CS	400					\$
33	28000	CEREAL, FROSTED FLAKES, 1/3 LESS SUGAR, INDIVIDUAL BOWL PACK, 96/1 OZ./CS.	54998	KELLOGG 38000-54998	CS	800					\$
34	27920	CEREAL, FROSTED MINI WHEAT, INDIVIDUAL BOWL PACK, 96/1 OZ./CS.	041799	KELLOGG 3800004996	CS	860					\$
35	28010	CEREAL, FRUIT LOOPS, 1/3 LESS SUGAR, INDIVIDUAL BOWL PACK, 96/1 OZ./CS.	78788	Kellogg 78788 96/1 oz.	CS	750					\$
36	28030	CEREAL, HOT CREAMY WHEAT FARINA, 12/28 OZ.	43300	Quaker 43300	CS	12					\$
37	28040	CEREAL, HOT OAT INST. 120/1.51 OZ. VARIETY PACK	31684	Quaker 31684, 120 1.51 oz.	CS	5					\$
38	27897	CEREAL, INFANT, RICE, HOT EASY, 6/8 OZ. CANISTERS/CS.	1052	Gerber 6/8 oz.	CS	20					\$
39	27840	CEREAL, RAISIN BRAN, INDIVIDUAL BOWL PACKAGE, 96/1.25 OZ./CS.	041794	KELLOGG	CS	40					\$
40	27955	CEREAL, RICE CHEX, INDIVIDUAL BOWL PACKAGE, GLUTEN FREE, 96/1 OZ./CS. WG	31921	GM 31921 96/1 oz.	CS	80					\$
41	27994	CHEX MIX, "HOT N' SPICY," 60/.92 OZ.	31934	GENERAL MILLS 31934000	CS	100					\$



**Grocery Products and Canned Goods**

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42	27984	CHEX MIX, "XTREME HABANERO LIME," 60/.92 OZ.	46153	GENERAL MILLS 46153	CS	100					\$
43	41570	COFFEE, PERK/REG, 6/48 OZ. CANS/CS.	640900	Folgers 6/48 oz.	CS	35					\$
44	27345	CORN, WHOLE KERNEL, 6/#10 CANS/CS., FANCY GRADE, STANDARD VACUUM PACK. (WHEN OUT OF COMMODITY.)	32004	Jackpot 32004	CS	1,500					\$
45	28530	CORNMEAL, 1/25 LB/BAG. WHEN COMMODITY NOT AVAILABLE	50957	Rich In All	CS	240					\$
46	24140	CRACKERS, ANIMAL, WHOLE GRAIN, IW, 100/1 OZ./CS.	20001	BASIL'S BISCO ANIMAL SNACKERS 20012	CS	150					\$
47	24177	CRACKERS, BAKED, "ATOMIC CHEEZE-IT," 175/.75 OZ.	10238	Kelloggs SUNSHINE 24100-10238	CS	150					\$
48	24200	CRACKERS, BEAR GRAHAMS, CHOCOLATE, 300/.9 OZ/CS.	40200	MJM 402001	CS	800					\$
49	24170	CRACKERS, CHEDDAR CHEESE GOLDFISH, 300/.75 OZ/CS.	086182	Campbells PEPFARM 14367 <small>Also offered WG 18105 \$47.50/cs.</small>	CS	1,400					\$
50		CRACKERS, CHEEZ-IT, WHOLE GRAIN, 175/.75 OZ/CS	79263	Kellogg 79263 SUNSHIN	CS	1,000					\$

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51	24155	CRACKERS, CINNAMON GRAHAM BITES (BELLY BEAR), WHOLE GRAIN, TTF, 200/1 OZ/CS	51072	J & J 56072 MRSGOOD	CS	250					\$
52	24250	CRACKERS, GIANT GOLDFISH GRAHAMS, 300/.9 OZ., 1 GRAIN/BREAD SERVING, MADE WITH REAL CINNAMON	086184	Campbells 15094 PEPFARM	CS	800					\$
53		CRACKERS, GOLDFISH PUFFS, 120/.75 OZ./CS.	022188	Pep. Farm	CS	210					\$
54	24210	CRACKERS, GRAHAM, CHOC. RASPBERRY FLAVORED, SOUND BITES (MUSICAL NOTES), 150/1 OZ/CS.	542150	MJM 542150	CS	700					\$
55	24225	CRACKERS, GRAHAM, DINOSAUR DINO BITES, 150/1 OZ./CS.	524150	MJM 524150	CS	1,500					\$
56	29499	CRACKERS, GRAHAM, SCOOPY CINN. STK., 210/1 OZ./CS.	50689	Kelloggs KEEBLER 3010050689	CS	800					\$
57	24157	CRACKERS, GRIPZ CINNAMON GRAMS, .90 OZ., 150 CT.	45682	Kelloggs 30100-45682 KEEBLER	CS	900					\$
58	24215	CRACKERS, HONEY GRAHAM 3-CT, WHOLE GRAIN, TTF, NUT FREE, 150/1 OZ/CS	300150	MJM 300150 150/1 oz.	CS	900					\$
59	24300	CRACKERS, SALTINE PREM. 500/2 PK/CS.	080507	Kelloggs KEEBLER	CS	90					\$

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60	22260	CREAMERS, POWDERED, INDIVIDUAL PACKAGE, 1,000/2.0 GM./CS.	31443	N Joy 23989 1000 ct.	CS	10					\$
61	27720	DRESSING, FRENCH MARSEILLE, 4/1 GAL/CS.	0875	Ken's 0875 4/1 gal.	CS	6					\$
62	27730	DRESSING, GOURMET 1000, 4/1 GAL/CS	83002	Marzetti 83002	CS	45					\$
63	27665	DRESSING, ITALIAN, GOLDEN, FAT FREE, 4/1GAL/CS.	00819	Rich In All #819	CS	1,300					\$
64	27703	DRESSING, RANCH, LIGHT, INDIVIDUAL PACKAGES, 1 OZ., 160/CS.	14374	VENTURA FOODS HVR 14374 Also offered Naturally Fresh 3420 100/1 oz. \$12.10/cs.	CS	5,000					\$
65	27701	DRESSING, RANCH LIGHT (REDUCED FAT) 4/1 GAL./CS., HIDDEN VALLEY BRAND/TASTE PREFERRED.	13449	HIDDEN VALLEY RANCH LIGHT 13449-HVR	CS	2,600					\$
66	27700	DRESSING, RANCH, 4/1 GALLON CONTAINERS/CS. Note: Back-up item. Use above/HVR branded product unless otherwise approved by Prog. Mgr.	51470	MARZETTI 80060	CS	100					\$
67	33451	DRESSING, TOASTED SESAME, 4/1 GAL./CS., SHELF STABLE.	41464	Marzetti 41464 4/1 gal.	CS	24					\$
68	28480	FLOUR, ALL PURPOSE, 50#. (WHEN OUT OF COMMODITY.)	14314	Gold Medal Medallion 54421	EA	400					\$
69	32840	FLOUR, WHITE WHOLE WHEAT, 50#.	58034	Gold Medal 58034	EA	200					\$

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70	28485	FLOUR, WHOLE WHEAT, 50 LB BAG (WHEN OUT OF COMMODITY)	58072	Gold Medal 58072	BAG	200					\$
71	27102	FRUIT, MIXED, DICED, IN LIGHT SYRUP, FANCY, CONSISTS OF AT LEAST PEACHES, PEARS, & GRAPES, 6/#10 CANS/CS.	32712	Cal Girl/Jackpot 32712	CS	3,100					\$
72	24203	GRAHAMS, MAPLE WAFFLE, 300/2 CT. .9 OZ.	408001	MJM 300/.9 oz. 408001	CS	600					\$
73	27250	GREEN CHILE PEPPER STRIP, 12/27 OZ./CS., 17-20 COUNT PER CAN, FIRE ROASTED/PEELED, VERTICAL PACK, UNIFORM IN SIZE.	17025	LAS PALMAS 17025 Also offered Del Sol 5114 brand \$22./cs.	CS	20					\$
74		HONEY, 200/9 GM/CS.	47245	Sona & Hollen	CS	20					\$
75	27465	JALAPENOS, CANNED, SLICED, NACHO 6/#10 CANS/CS.	08395	DEL SOL	CS	500					\$
76	28130	JELLY, GRAPE, INDIVIDUAL PACKAGE, .5 OZ., 200/CS.	00764	SMUCKER 00764 Also offered PPI 0063850, #040360, \$7.62/cs.	CS	40					\$
77		JERKY, LOW SODIUM ORIGINAL., 48/.85 OZ./CS.	07721	Jack Links	CS	75					\$

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78		JERKY, LOW SODIUM PEPP., 48/.85 OZ./CS.	07719	Jack Links	CS	75					\$
79		JERKY, LOW SODIUM TERIYAKI, 48/.85 OZ./CS.	07717	Jack Links	CS	75					\$
80	26205	KETCHUP, INDIVIDUAL PACKAGE, 9 GRAMS, 1000/CS. <u>MUST SAY HEINZ ON PACKAGE.</u>	984800	HEINZ FCY 984800	CS	3,600					\$
81	26380	LIQUID SMOKE, 4/1 GAL/CS.	540751	Wrights 540751	CS	40					\$
82	27480	MACARONI, ROTINI (SPIRAL), WHOLE WHEAT, 20#/CS.	92021	Dakota Growers 92021 20#	CS	650					\$
83	27170	MANDARIN ORANGE SECT LS, 6/#10 CANS.	C=04128 7 J=04128 9	Cal Girl 041287/Jackpot 041298	CS	120					\$
84	28140	MAYONNAISE, 4/1 GAL/CS.	001030	Garden Banner GB1030	CS	60					\$
85	28200	MAYONNAISE, INDIVIDUAL PACKAGE, 9 GRAMS, 500/CS.	7621580	AMERICANA (PPI/Heinz) MPC 7621580	CS	1,950					\$
86		MILK, DRY, NON-FAT 25# BAG.	58263	Diamond Crystal 58263	EA	250					\$
87	55140	MILK, SOY, 8 OZ., 24 CT/CS, PEARL ORGANIC, CREAMY VANILLA.	06184	Kikkoman 06184 24/8 oz.	CS	250					\$
88	55142	MILK, SOY, 8 OZ., 24 CT/CS, PEARL ORGANIC, CREAMY CHOC.	06185	Kikkoman 06185 24/8 oz.	CS	160					\$

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89	27430	MILK, SOY, 32 OZ., 12 CT/CS, PEARL ORGANIC, CREAMY VANILLA.	006140	Kikkoman 06140 12/32 oz.	CS	24					\$
90	28500	MODIFIED FOOD STARCH, NON-INSTANT, NATIONAL CLEAR JEL, 50# SACK.	00340	Mira Clear/Rich In All 340 50#	SK	50					\$
91	28225	MUSTARD, YELLOW, 6/104 OZ JUGS/CS.	652200	HEINZ 652200	CS	10					\$
92	28240	MUSTARD, YELLOW, INDIVIDUAL PKG., 500/5.5 GRAM/CS. (Manuf. by Heinz)	7605390	AME PPI Label (Manuf. by Heinz) 7605390	CS	900					\$
93	28025	OATMEAL TO GO, 125/1.41 OZ. BARS/CS. APPLE & CINN 43948	43948	QUAKER OATS	CS	100					\$
94		OATS, BUCKEYE, QUICK, 50# BAG.	20164	Quaker	BG	1					\$
95	27825	OATS, INSTANT, 50# SACK. (WHEN OUT OF COMMODITY.)	20164	Quaker 20164	SK	100					\$
96	27360	OLIVE, RIPE MEDIUM PTD FCY, 6/#10 CANS/CS	040921	Jackpot 040921	CS	168					\$
97	26420	ONION CHIPS, CHOPPED, 15#.	00168	Rodelle 168	EA	250					\$
98	29200	PAN COATING COOKING SPRAY, LIQUID, NON AEROSOL, 16 OZ., 6 BOTTLES/CS.	16020	Parway Tryson 16020	CS	190					\$
99	27143	PEACHES, DICED, YELLOW, CHOICE GRADE, IN LIGHT SYRUP, 6/#10 CANS/CS. (WHEN OUT OF COMMODITY.)	C=04127 2 J=04127 0	Cal Girl 041272/Jackpot /041270	CS	2,240					\$

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100	27460	PEANUT BUTTER, CANNED, 2/40 OZ., WHEN COMMODITY NOT AVAILABLE.	12371J	Skippy 120371J 2/40 oz.	CS	400					\$
101		PEARS, DICED LS, 6/#10/CS.	32003	Jackpot	CS	1,680					\$
102	27330	PEAS, GRADE STANDARD, 6/#10 CANS/CASE.	041223	Cal Girl 041223	CS	64					\$
103	29465	PEPERONCINI, SLICED, GREEK GOLDEN, 4/1 GALLON/CS.	00834	Supremo 00834	CS	30					\$
104	28160	PICKLE RELISH, SWEET, 4/1 GAL/CS.	040202	Homade	CS	35					\$
105	29280	PICKLES, CHIP, DILL, C/C, 6/5.75 LB. POUCH PACK	658200	HEINZ 658200	CS	230					\$
106	27131	PINEAPPLE, TIDBITS, PACKED IN JUICE, 6/#10 CANS/CS.	12518	Cal Girl	CS	1,904					\$
107	27260	POTATO PEARLS, EXTRA RICH MASHED POTATOES, WITH VITAMIN C 8/5 LB BAGS PER CASE	41770	BASIC AMERICAN 41770	CS	500					\$
108	28760	PRETZELS, CRACKER, GOLDFISH, 300/.75 OZ./CS.	086183	Campbells PEPPERIDGE FARM	CS	1,400					\$
109	28830	RAISINS, INDIVIDUAL BOXES, 144/1.3 OZ SERVINGS/CS.	002020	Sun Maid 02020 144/1.3 oz.	CS	3,000					\$
110	27440	RAVIOLI, BEEF, 6/#10 CANS/CS., CN LABEL.	10809	CHEF BOYARDEE	CS	8					\$
111	31899	RICE, LONG GRAIN BROWN, 25 LB.	211981	PRODUCERS	EA	3,000					\$
112	26530	SALT, 25# SACK.	08399	United 8423	SK	80					\$

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113	28310	SALT, INDIVIDUAL PACKETS, .6 GM, 1,000/CS.	057864	N Joy	CS	40					\$
114	28260	SAUCE, BARBECUE, INDIVIDUAL PKGS., 100/1 OZ. <u>MUST SAY BULLSEYE ON PACKAGE</u>	39709	BULLSEYE 39709	CS	4,800					\$
115	28445	SAUCE, CRANBERRY JELLIED, 6/#10/CS.	01400	OCEAN SPRAY	CS	48					\$
116	28440	SAUCE, ENCHILADA, 6/#10 CANS/CS.	10649	ROSARITA 10649 Also offered La Victoria 07812, #041595, \$27.85/cs.	CS	160					\$
117	55154	SAUCE, ENCHILADA, GREEN, MEDIUM, 6/#10.	11022	LAS PALMAS	CS	240					\$
118	28350	SAUCE, HOT, 12/10 OZ.	041534	LA TAPATIO	CS	22					\$
119	31828	SAUCE, SPAGHETTI, MARINARA, 6/#10.	1018	CHH Domestic 1018 6/#10	CS	240					\$
120	28280	SAUCE, TACO, MILD, INDIVIDUAL PACKAGES, 500/9 GRAM.	764180	Portion Pac (Division of HJ Heinz Co.) #764180 Americana Label Also offered Don Sonora HLN 13661 \$9.15/cs.	CS	1,350					\$
121	26215	SAUCE, TARTAR, 500/12 GRAMS/CS.	531300	HEINZ 531300 Also offered Sona Hollen 200/12 gm 47376 \$6.29/cs.	CS	170					\$
122	27380	SAUCE, TOMATO, 6/#10 CANS/CS., WHEN COMMODITY NOT AVAILABLE.	041298	CHH Domestic 041298	CS	1,056					\$
123	26560	SEASONING MIX, TACO, NO MSG, 25# DRUM.	80105	LAWRYS 2150080105	DM	120					\$



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124	26610	SEASONING, POULTRY, 1/12 OZ. BOX.	12045J	Pacific Spice POUL121	<b>BX</b>	<b>8</b>					\$
125		Similac Advanced Formula with Iron Stage 1, 6-1.93lb cans		Similac	cs	<b>120</b>					\$
126	26130	SOUP BASE, VEGETABLE, NO MSG ADDED, 12/1 LB. CONTAINERS/CS.	3301	MINOR 3301	CS	<b>5</b>					\$
127	34830	SOUP, CREAM OF MUSHROOM, 12/50 OZ.	01266	CAMPBELLS 01266	CS	<b>3</b>					\$
128	34850	SOUP, TOMATO, 12/50 OZ.	00016	CAMPBELLS 00016	CS	<b>15</b>					\$
129	26230	SPICE, CHILI POWDER IT, 1 LB. UNITS.	12090J	Pacific Spice CHILPWD121	<b>EA</b>	<b>15</b>					\$
130	26290	SPICE, CINNAMON, GROUND, 5# BOX.	12049J	Pacific Spice CIG5	<b>BX</b>	<b>20</b>					\$
131	26310	SPICE, CUMIN GRND, 1 LB. UNITS.	12027J	Pacific Spice CUMG121 1 lb.	<b>EA</b>	<b>120</b>					\$
132	26335	SPICE, GARLIC POWDER, 5 LB. CONTAINERS (EACH)	12040J	Pacific Spice 1GPCH1N61 5#	EA	<b>60</b>					\$
133	26400	SPICE, NUTMEG, GROUND, 1 LB. REUSABLE PLASTIC CONTAINER	12041J	Pacific Spice NUG121	<b>EA</b>	<b>10</b>					\$
134	26470	SPICE, PEPPER, BLACK, 5# CAN	12043J	Pacific Spice PEPBG61	<b>EA</b>	<b>10</b>					\$
135	26480	SPICE, PEPPER, BLACK, INDIVIDUAL, .1 GM, 1,000 CT/CS.	057871	N Joy	CS	<b>40</b>					\$
136	26520	SPICE, PEPPER, WHITE, 5# CAN	12066J	Pacific Spice PEPWG61	<b>EA</b>	<b>4</b>					\$
137	29380 Catering	STUFFING, CORNBREAD MIX INSTANT, 6/3.5 LB.	13508	UNC BEN	CS	<b>5</b>					\$

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138	28210	SUGAR SUBSTITUTE PACKETS, SWEET & LOW, 1,500/CS.	06052	Sweet N Low	CS	67					\$
139	28450	SUGAR, BROWN, 50# BAG.	420283	C & H	EA	150					\$
140	28610	SUGAR, GRANULATED, WHITE, 1/50 LB. SACK	220263	C & H	SK	650					\$
141		SUGAR, POWDER, 25# BAG	325281	C & H	BG	10					\$
142	28320	SUGAR, WHITE, IND PACKETS, 2,000/CS.	688383	C & H	CS	75					\$
143	28255	SYRUP, INDIVIDUAL CUPS, 100/1.5 OZ.	533500	HEINZ BREAKFAST CUP 533500 Also offered AME PPI 7613960 \$6.39/cs.	CS	2,600					\$
144	28390	SYRUP, NO SUGAR (DIABETIC), INDIVIDUAL PACKS, 100/1 OZ./CS.	03234	Cary's	CS	2					\$
145	29130	TEA, ASST GOURM SIR THMS 6 FLVR, 6/28 PK. (HERB)	15577	Bigelow 15577	CS	30					\$
146	28420	TOMATO, PASTE, GRADE A, 24-26% SOLID, 6/#10/POUCH	78002521	HEINZ 78002521	CS	672					\$
147	27310	TOMATOES, DICED, 6/#10 CANS/CS. (WHEN OUT OF COMMODITY.)	1066	CHH Domestic 1066	CS	600					\$
148	47077	TREATS, RICE KRISPIES, WHOLE GRAIN, 80/1.41 OZ.	082002	Kelloggs 80/1.41 oz.	CS	380					\$
149	27410	TUNA, CHUNK LIGHT, 6/43 OZ. POUCHES/CS.	364530	Starkist 22120	CS	240					\$
150	26640	VANILLA EXTRACT, IMITATION VANILLA FLAVOR, 4/1 GAL/CS.	008900	Rodelle 89	CS	22					\$

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151	29170	VEG./SALAD OIL, SOYBEAN, ALL PURPOSE, FOR DEEP FAT FRYING, BAKING AND SALAD DRESSINGS, 6/1 GAL/CS.	10014	Avo Veg Oil V10014	CS	300					\$
152	29410	VINEGAR, WHITE, 4/1 GAL/CS.	02001	Avo Vinegar V20001	CS	80					\$
153		Whole Grain Stuffing Mix, 12/28oz		Foothill Farms	cs	175					\$
154	28170	WORCESTERSHIRE SAUCE, 4/1 GAL/CS.	375	Rich In All 375	CS	40					\$
155	27400	YAM, CUT FCY, 6/#10 CANS/CS.	52391	Cal Girl 52391-96012	CS	24					\$
156		ADDITIONAL GROCERY PRODUCTS AND CANNED GOODS ITEMS THAT MAY BE ADDED TO THIS BID. <b>Cost plus fixed fee is figured as Vendor's actual item COST + Vendor's maximum FEE (actual fee charged may be less, but not more) = UNIT PRICE to District.</b> (Per SUPPLEMENTAL TERMS & CONDITIONS, 7.)		<b>Note: PO change order required for any additional items or changes.</b>							\$ \$9,900.00

**TOTAL:** \$ \_\_\_\_\_

**NONCOLLUSION DECLARATION TO BE EXECUTED BY**  
**BIDDER AND SUBMITTED WITH BID**  
(Public Contract Code section 7106)

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing bid.  
(Title) (Bidder)

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. 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. All statements contained in the bid are true. 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, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at \_\_\_\_\_ [city], \_\_\_\_\_ [state].

Signature: \_\_\_\_\_

Typed or Printed Name: \_\_\_\_\_

## DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
 (See reverse for public burden disclosure)

Approved by OMB  
 0348-0046

<b>1. Type of Federal Action:</b> a. Contract b. Grant c. Cooperative agreement d. Loan e. Loan guarantee f. Loan insurance	<b>2. Status of Federal Action:</b> a. Bid/Offer/Application b. Initial Award c. Post-Award	<b>3. Report Type:</b> a. Initial filing b. Material change <b>For Material Change Only:</b> Year _____ Quarter _____ Date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime		<b>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known:
<b>6. Federal Department/Agency:</b>		<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable:
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b>  \$	
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI):	<b>c. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI)	
<b>11. 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>	<b>Signature:</b>	
	<b>Print Name:</b>	
	<b>Title:</b>	
	<b>Telephone No:</b> (        )	<b>Date:</b>
<b>FEDERAL USE ONLY:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

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

This disclosure form shall be completed by the reporting entity, whether sub-awardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to Title 31 U.S.C. Section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a 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 sub-award recipient. Identify the tier of the sub-awardee, e.g., the first sub-awardee of the prime is the 1<sup>st</sup> tier. Sub-awards include but are not limited to subcontracts, sub-grants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Sub-awardee," then enter the full name, address, city, state, and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; 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 item 4 or 5.
10. (a) Enter the full name, address, city, state, and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

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## 2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 7 CFR Part 3017, Section 3017.510, for prospective participants in primary covered transactions, as defined at 7 CFR Part 3017.200:

- A. The contractor certifies that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause or default.
- B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

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Contractor/Company Name

PR/Award Number or Project Name

---

Name(s) and Title(s) of Authorized Representatives

---

Signature(s)

Date

Form AD-1047 (1/92)

## **BUY AMERICAN CERTIFICATION**

The “Buy American” provision of Public Law 105-336, 7CFR Part 210.21 (d) requires that school districts buy food produced in the United States when buying with Federal funds. Situations which may warrant a waiver to permit purchases of foreign food products are 1) If the products are not produced within the United States in a sufficient quantity and quality, or 2) If the cost of the domestic food product is significantly higher than foreign products per competitive pricing received and noted.

Vendors submitting bid response hereby certify compliance and promise to abide by Buy America provisions; that products quoted are domestic products produced and processed in the U.S.A. substantially (over 51% of the final processed product) using agricultural commodities that are produced in the U.S.A. (unless excepted in writing as above.) Additionally, California-made supplies shall be preferred when price, fitness, and quality are equal, pursuant to Government Code Sections 4330-4334 of the State of California.

If Vendor offers non-American product, vendor must list the product(s) below. Product(s) are subject to review by District. If District declines a waiver, product will be awarded to lowest priced item meeting award criteria. District’s decision on approval of foreign substitutions are final.

<b>Bid line item number</b>	<b>Product Description /Manufacture</b>	<b>Country of Origin</b>	<b>Domestic Price</b>	<b>Non-American Price</b>	<b>Reason for Waiver</b>

**Attach additional sheets if necessary**

Before utilizing an exception, alternatives to purchasing non-domestic food products should be considered.

- Are there other domestic sources for this product?
- Is there a domestic product that could be easily substituted, if the non-domestic product is less expensive (e.g. substitute domestic pears for non-domestic apples)?
- Am I soliciting bids for this product at the best time of year? If I contracted earlier or later in the season, would prices and/or availability change?
- Am I using third-party verification, such as through USDA AMS, to determine the cost and availability of domestic and nondomestic foods?

\_\_\_\_\_  
*Name of Vendor/Contractor*

\_\_\_\_\_  
*Signature of Authorized Official*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Date*



IRAN CONTRACTING ACT  
(Public Contract Code sections 2202-2208)

Prior to bidding on, submitting a proposal or executing a contract or renewal for a State of California contract for goods or services of \$1,000,000 or more, a vendor must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services (“DGS”) pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars (\$20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; or b) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d).

To comply with this requirement, please insert your vendor or financial institution name and Federal ID Number (if available) and complete **one** of the options below. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of \$250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three-year ineligibility to bid on contracts. (Public Contract Code section 2205.)

**OPTION #1 - CERTIFICATION**

I, the official named below, certify I am duly authorized to execute this certification on behalf of the vendor/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars (\$20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

<i>Vendor Name/Financial Institution (Printed)</i>	<i>Federal ID Number (or n/a)</i>
<i>By (Authorized Signature)</i>	
<i>Printed Name and Title of Person Signing</i>	
<i>Date Executed</i>	<i>Executed in</i>

**OPTION #2 – EXEMPTION**

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or enters into or renews, a contract for goods and services.

If you have obtained an exemption from the certification requirement under the Iran Contracting Act, please fill out the information below, and **attach documentation demonstrating the exemption approval.**

<i>Vendor Name/Financial Institution (Printed)</i>	<i>Federal ID Number (or n/a)</i>
<i>By (Authorized Signature)</i>	
<i>Printed Name and Title of Person Signing</i>	<i>Date Executed</i>

**INSTRUCTIONS FOR COMPLETING, EXECUTING AND SUBMITTING**  
**EVIDENCE OF INSURANCE TO**  
**SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT**  
**(Hereinafter referred to as District)**

Insured \_\_\_\_\_ Date \_\_\_\_\_  
(Contractor, Lessee, etc.)  
Contract/Reference No. \_\_\_\_\_

**A. INSURED**

1. In order to reduce problems and time delays in providing evidence of insurance to the District, you are requested to give your insurance agent or broker a copy of the Insurance Requirements Sheet (attached) along with these instructions/endorsement forms for completing, executing, and submitting evidence of insurance.
2. If the agreement requires Workers' Compensation coverage and you have been authorized by the State of California to self-insure Workers' Compensation, then a copy of the certificate from the State authorizing self-insurance for Workers' Compensation shall meet the requirements for Workers' Compensation insurance covering activities within the State of California.
3. All questions relating to insurance should be directed to the department or person responsible for your contract, lease, permit, or other agreement as noted in B12 of this form.

**B. INSURANCE AGENT OR BROKER**

1. Certificates of Insurance are required by the District in those areas indicated.
2. The appropriate Endorsement Form shall be used where required. No changes in the terms or conditions of the Endorsement Forms will be permitted.
3. The coverages and limits for each type of insurance are specified on the insurance requirements sheet.
4. You shall have an authorized representative of the underwriting insurance Company sign the completed endorsement form and transmit the forms to the District. Signatures must be originals as we will not accept facsimile (rubber stamp, photocopy, etc.) or initialed signatures.
5. The "General description of agreement(s) and/or activity(s) insured" shall include reference to the activity and /or to either the specific contract number, lease number, permit number or construction approval number.

6. Endorsements to excess policies will be required when primary insurance is insufficient in complying with the requirements.
7. If there is insufficient space on the form to note pertinent information, such as inclusions, exclusions or specific provisions, etc., a separate sheet may be attached.
8. When additional sheets are attached, change the number of pages at the bottom of the form.
9. Improperly completed Endorsements will be returned to your insured for correction by an authorized representative of the insurance company.
10. DELAY IN SUBMITTING PROPERLY COMPLETED ENDORSEMENT FORMS MAY DELAY YOUR INSURED INTENDED OCCUPANCY OR OPERATION UNDER AGREEMENT WITH THE DISTRICT.
11. For extensions or renewals of insurance policies which have our Endorsement Form(s) attached, we will accept a copy of the endorsement (with an original signature) to extend the period of coverage as evidence of continued coverage.
12. Completed Endorsement(s) and questions relating to the required insurance are to be directed to:

NUTRITION SERVICES DEPARTMENT,  
SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT  
ATTN: PURCHASING OFFICE  
1257 NORTHPARK BOULEVARD  
SAN BERNARDINO, CA 92407

SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT  
**INSURANCE REQUIREMENTS**

Insured \_\_\_\_\_  
 (Contractor, Lessee, etc.)

Contract/Reference No. \_\_\_\_\_

The following coverages noted on the left with an "X" are required (Certificate of Endorsement) with the Combined Single Limits (CSL) as noted on the right. Comparable split limits may be accepted.

<u>Cert./End.</u>		<u>Minimum Combined Single Limits</u>
<u>  X / X  </u>	Workers' Compensation	Insured - <u>Statutory</u> Self Insured - <u>\$5,000,000</u>
<u>    /    </u>	Employers Liability	<u>\$1,000,000</u>
( )	Broad Form All States Endorsement	
( )	Longshoremen's and Harbor Workers' Compensation Act Endorsement	
( )	_____	
<u>  X / X  </u>	Comprehensive General Liability	<u>\$1,000,000</u>
( )	Premises and Operations	( ) Explosion Hazard
( )	Contractual Liability	( ) Collapse Hazard
( )	Independent Contractors	( ) Underground Hazard
( )	Products/Completed Operations	( ) Garagekeepers Legal Liab.
( )	Broad Form Property Damage	( ) Hangar Keepers Legal Liab.
( )	Personal Injury	( ) Owned Automobiles
( )	Broad Form Liab. Endorsement	( ) Nonowned Automobiles
( )	Fire Legal Liability	( ) Hired Automobiles
( )	Watercraft Liability	
( )	Incidental Medical Malpractice	( ) _____
<u>  X / X  </u>	Automobile Liability (if not included in General Liability coverage checked above)	<u>\$1,000,000</u>
<u>    /    </u>	Aviation/Airport Liability (including appropriate General Liability coverage checked above)	\$ _____
<u>    /    </u>	Professional Liability	\$ _____

<u>Cert./End.</u>	<u>Minimum Combined Single Limits</u>
<u>   </u> / <u>   </u> Property Insurance _____	\$ _____
<input type="checkbox"/> Extended Coverage	<input type="checkbox"/> Debris Removal
<input type="checkbox"/> Vandalism & Malicious Mischief	<input type="checkbox"/> Sprinkler Leakage
<input type="checkbox"/> Flood	<input type="checkbox"/> All Risk
<input type="checkbox"/> Earthquake \$ _____	<input type="checkbox"/> Other
<u>   </u> / <u>   </u> Fine Arts Property Insurance including appropriate Property coverage checked above	\$ _____
<u>   </u> / <u>   </u> Aircraft Liability (Bodily injury and property damage)	\$ _____
<u>   </u> / <u>   </u> Ocean Marine	\$ _____
<input type="checkbox"/> Protection & Indemnity	<input type="checkbox"/> Cargo
<input type="checkbox"/> Charter's Legal Liability	<input type="checkbox"/> Jones Act
<u>   </u> / <u>   </u> Fire Legal Liability	\$ _____

**Fingerprint and Criminal Background Check Certification**  
*In accordance with Department of Justice (DOJ) fingerprint and criminal background investigation requirements of Education Code section 45125.1 et seq.*

With respect to the Agreement dated \_\_\_\_\_, between the **San Bernardino City Unified School District "DISTRICT"** and the individual, company, or contractor named \_\_\_\_\_ "VENDOR," for provision of \_\_\_\_\_ services,

**Please check all appropriate boxes, complete, and sign below:**

**REQUIREMENTS MET:**

- A) The VENDOR hereby certifies to the DISTRICT's governing board that it has completed the criminal background check requirements of Education Code (EC) section 45125.1 and that none of its employees that may come into contact with DISTRICT students have been convicted of a violent felony listed in Penal Code section 667.5(c) or a serious felony listed in Penal Code section 1192.7(c).**

1. List below, or attach, all employee names that will provide services to the District as part of the agreement AND have successfully completed the fingerprinting and criminal background check clearance in accordance with the law.  
\_\_\_\_\_
2. List the process by which DOJ clearance was obtained (i.e., fingerprinting svcs., livescan, etc.):  
\_\_\_\_\_
3. List the date results were obtained: \_\_\_\_\_
4. List the name of the person who received the results: \_\_\_\_\_
5. List the location of records to evidence/verify the above: \_\_\_\_\_

**NO SERVICES ARE TO BE PROVIDED UNTIL THE REQUIRED INFORMATION IS RECEIVED, APPROVED BY THE DISTRICT, AND A P.O. ISSUED.**

**~~OR~~**

**REQUEST FOR WAIVER:**

- B) The VENDOR requests a waiver of the Department of Justice(DOJ) fingerprint and criminal background investigation for the following reason(s) permitted by Education Code section 45125.1 et seq.**

- The VENDOR and its employees will have NO CONTACT with pupils. (No school-site services will be provided.)
- The VENDOR and its employees will have LIMITED CONTACT with pupils. (Attach information about length of time on school grounds, proximity of work area to pupil areas, whether VENDOR/its employees will be working by themselves or with others, and any other factors that substantiate limited contact.) [EC 45125.1(c)]
- The VENDOR and its employees WILL HAVE OTHER THAN LIMITED CONTACT with pupils but will assure that ONE(1) OR MORE of the following methods are utilized to ensure pupil safety. [EC 45125.2(a)]
- Check all methods to be used:**
- 1) Installation of a physical barrier at the worksite to limit contact with pupils
- 2) Continual supervision and monitoring of all employees of the VENDOR by an employee of the VENDOR who has not been convicted of a serious or violent felony as ascertained by the DOJ
- 3) Surveillance of employees of the VENDOR by school personnel
- The services provided by the VENDOR are for an "EMERGENCY OR EXCEPTIONAL SITUATION, such as when pupil health or safety is endangered or when repairs are needed to make school facilities safe and habitable" [EC 45125.1(b)]

**By signing below, under penalty of perjury, I certify that the information contained on this certification form and attached employee list(s) is accurate. I understand that it is the VENDOR's sole responsibility to maintain, update and provide the District with current "Fingerprint and Criminal Background Check Certification", along with the employee list, throughout the duration of VENDOR provided services.**

\_\_\_\_\_  
 Authorized VENDOR Signature                      Printed Name                      Title                      Date

**BOTH DISTRICT APPROVALS SHOWN BELOW ARE REQUIRED:**

Office use only	<b>WAIVER REQUEST:</b> APPROVED--- <input type="checkbox"/> DENIED--- <input type="checkbox"/> By: _____                      Date _____ Authorized District Agent
	<b>WAIVER REQUEST:</b> APPROVED--- <input type="checkbox"/> DENIED--- <input type="checkbox"/> By: _____                      Date _____ Authorized District Agent

SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT  
Nutrition Services  
1257 Northpark Blvd.  
San Bernardino, CA 92407  
(909) 881-8000

Bid No.: NSB 2018-19-7 Grocery Products and Canned Goods  
Date of Bid Opening: 11:00 a.m. on December 6, 2018

**“NO BID” RESPONSE FORM**

IF SUBMITTING A BID FOR THE PRODUCTS AND/OR SERVICES SPECIFIED HEREIN, PLEASE DISREGARD THIS FORM.

The NUTRITION SERVICES of the SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT makes every effort to procure food products, supplies, equipment and services at the lowest prices possible, while maintaining the quality and standards required by our schools.

In an effort to achieve this goal we seek competitive price quotes from as many qualified vendors as possible. However, the preparation and mailing of bid packages is time consuming and expensive. In instances where the vendor fails to respond, the preparation and mailing of the bid package represents an unnecessary expense to the District. Feedback from the vendor is also encouraged so that any reasons for not submitting a bid may be evaluated with the intention of improving future solicitations for this commodity or service in the hopes of encouraging and expanding the field of competition.

All vendors who respond with a “No Bid” response are requested to provide the information requested below and return this form in time for the bid opening. **FAILURE OF NON-BIDDERS TO RETURN THIS COMPLETED FORM MAY RESULT IN THEIR BEING DROPPED FROM OUR BIDDER’S LIST FOR THE PRODUCTS AND/OR SERVICES SPECIFIED BELOW.**

REASONS FOR NOT RETURNING A BID AT THIS TIME: (Attach additional page if necessary)

\_\_\_\_\_  
\_\_\_\_\_

---

DO YOU WISH TO RECEIVE BIDS FOR THIS PARTICULAR PRODUCT OR SERVICE IN THE FUTURE?     Yes     No

**VENDOR’S INFORMATION:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SIGNED: \_\_\_\_\_ TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_ PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

BID TITLE: \_\_\_\_\_