



**THE ESCAMBIA COUNTY SCHOOL DISTRICT  
PURCHASING DEPARTMENT  
75 N. Pace Blvd.  
PENSACOLA, FL 32505**

**REQUEST FOR PROPOSAL (RFP) & PROPOSAL ACKNOWLEDGMENT**

POSTING DATE:

**August 17, 2011**

PURCHASING CONTACT & TELEPHONE:

Marguerite Van Nostrand, (850) 469-6209  
mvannostrand@escambia.k12.fl.us

RFP TITLE:

**Paper Products & Cleaning Supplies for School Cafeterias**

RFP NUMBER:

**120503**

RFP OPENING DATE & TIME: **Tuesday, September 6, 2011, 3:30 p.m., Central Standard Time**

**NOTE: PROPOSALS RECEIVED AFTER THE RFP OPENING DATE AND TIME WILL NOT BE ACCEPTED.**

The School District of Escambia County, Florida, solicits your company to submit a proposal on the above referenced goods or services. All terms, specifications and conditions set forth in this request are incorporated by this reference into your response. Proposals will not be accepted unless all conditions have been met. All proposals must have an authorized signature in the space provided below. All proposals must be sealed and received in the School District's Purchasing Office at **75 N. Pace Blvd., Pensacola, Florida**, by the "RFP Opening Date & Time" referenced above. All envelopes containing sealed proposals must reference the "RFP Title", "RFP Number" and the "RFP Opening Date & Time". The School District is not responsible for lost or late delivery of Proposals by the U.S. Postal Service or other delivery services used by the Bidder. Proposals may not be withdrawn for a period of sixty (60) days after the bid opening unless otherwise specified.

**THE FOLLOWING MUST BE COMPLETED, SIGNED, AND RETURNED AS PART OF YOUR PROPOSAL. PROPOSALS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE BIDDER.**

COMPANY NAME:

MAILING ADDRESS:

CITY, STATE, ZIP:

FEDERAL EMPLOYER'S IDENTIFICATION NUMBER (FEIN):

TELEPHONE NUMBER: (EXT: ) FACSIMILE NUMBER:

EMAIL:

HOW DID YOU FIND OUT ABOUT THIS RFP? SCHOOL DISTRICT WEBSITE\_\_\_ BIDNET\_\_\_ DEMAND STAR\_\_\_ PRIME VENDOR\_\_\_ OTHER\_\_\_ (PLEASE SPECIFY\_\_\_)

**I CERTIFY THAT THIS PROPOSAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY OTHER BIDDER SUBMITTING A PROPOSAL FOR THE SAME MATERIALS, SUPPLIES, EQUIPMENT OR SERVICES, AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE TO ALL TERMS AND CONDITIONS OF THIS RFP AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS RFP FOR THE BIDDER. I FURTHER CERTIFY THAT I UNDERSTAND THAT FAILURE ON MY PART AS THE BIDDER TO RETURN ALL PAGES OF THE ENTIRE BID PACKAGE, AND/OR FAILURE TO RETURN ANY OF THE ITEMS LISTED IN SECTION IIIA WILL RESULT IN A DETERMINATION THAT THE BID IS NONRESPONSIVE.**

AUTHORIZED SIGNATURE:

TYPED OR  
PRINTED NAME:

TITLE:

DATE:

## I. INTRODUCTION

This solicitation covers the paper products and cleaning supplies listed in this RFP for all school cafeterias for the period beginning November 1, 2011 and ending October 31, 2012. Prices, terms, and conditions of this agreement cover all purchases for the products listed in this document for the entire term of this agreement. The quantities and delivery dates listed herein are the best estimate of the District based on prior and projected usage. The District will make every attempt to adhere as closely as possible to the estimated dates and quantities, however, the District reserves the right to adjust shipment dates, reduce the number of shipments and/or purchase additional quantities at the bid price at any time during the bid period. By signing this agreement you are agreeing to honor your bid price for the entire term of the agreement.

If offering a brand and/or product OTHER THAN AS SPECIFIED, SAMPLES ARE REQUIRED. Please make a notation in the comments section if you are sending a sample. The District has a policy of pre-approving brands prior to bid posting, therefore, sending samples for alternate products at bid time does not guarantee that your sample can be reviewed prior to bid award. Sample deadline is the date and time of the bid closing. Samples should be clearly labeled "SAMPLE FOR BID NUMBER 120503."

## II. GENERAL TERMS AND CONDITIONS

NOTE: The term "Bidder" as used within this Request For Proposal (RFP) refers to the person, company or organization responding to this RFP. The Bidder is responsible for understanding and complying with the terms and conditions herein.

- A. **GENERAL:** Upon an RFP award, the terms and conditions of this RFP or any portion thereof, may upon mutual agreement of the parties be extended for an additional term(s) or for additional quantities (all original terms and conditions will remain in effect). Subject to the mutual consent of the parties, the pricing, terms and conditions of this RFP, for the products or services specified herein, may be extended to other municipal, city or county government agencies, school boards, community or junior colleges, or state universities within the State of Florida.
- B. **RFP OPENING AND FORM:** Proposal openings will be public on the date and time specified on the Proposal Acknowledgement form. All proposals received after the time indicated will be rejected as non-responsive and returned unopened to sender. Proposals by Email, fax, telegram, or verbally by telephone or in person will not be accepted. The public opening will acknowledge receipt of the Proposals only; details concerning pricing or the offering will not be announced. All proposals submitted shall become public record upon an announcement of a recommended award or ten days after the opening date whichever occurs first. To protect any confidential information contained in their Proposal, companies must invoke the exemptions to disclosure provided by law in response to the RFP, and must identify the data and other material to be protected, and must state the reasons why such exclusion from public disclosure is necessary.
- C. **WARRANTY:** All goods and services furnished by the Bidder, relating to and pursuant to this RFP will be warranted to meet or exceed the Specifications contained herein. In the event of breach, the Bidder will take all necessary action, at Bidder's expense, to correct such breach in the most expeditious manner possible.

- D. **PRICING:** All pricing submitted will include all packaging, handling, shipping charges, and delivery to any point within Escambia County, Florida to a secure area or inside delivery. The School Board is exempt and does not pay Federal Excise and State of Florida Sales taxes.
- E. **TERMS OF PAYMENT / INVOICING:** The normal terms of payment will be Net 30 Days from receipt and acceptance of goods or services and Bidder's invoice. Itemized invoices, each bearing the Purchase Order Number must be mailed on the day of shipment. Invoicing subject to cash discounts will be mailed on the day that they are dated.
- F. **TRANSPORTATION AND TITLE:** (1) Title to the goods will pass to the School District upon receipt and acceptance at the destination indicated herein. Until acceptance, the Bidder retains the sole insurable interest in the goods. (2) The shipper will prepay all transportation charges. The School District will not accept collect freight charges. (3) No premium carriers will be used for the School District's account without prior written consent of the Director of Purchasing.
- G. **PACKING:** All shipments will include an itemized list of each package's content, and reference the School District's Purchase Order Number. No charges will be allowed for cartage or packing unless agreed upon by the School District prior to shipment.
- H. **INSPECTIONS AND TESTING:** The School District will have the right to expedite, inspect and test any of the goods or work covered by this RFP. All goods or services are subject to the School District's inspection and approval upon arrival or completion. If rejected, they will be held for disposal at the Bidder's risk. Such inspection, or the waiver thereof, however, will not relieve the Bidder from full responsibility for furnishing goods or work conforming to the requirements of this RFP or the RFP Specifications, and will not prejudice any claim, right, or privilege the School District may have because of the use of defective or unsatisfactory goods or work.
- I. **STOP WORK ORDER:** The School District may at any time by written notice to the Bidder stop all or any part of the work for this RFP award. Upon receiving such notice, the Bidder will take all reasonable steps to minimize additional costs during the period of work stoppage. The School District may subsequently either cancel the stop work order resulting in an equitable adjustment in the delivery schedule and/or the price, or terminate the work in accordance with the provisions of the RFP terms and conditions.
- J. **INSURANCE AND INDEMNIFICATION:** The Bidder agrees to indemnify and save harmless the School District, its officers, agents and employees from and against any and all claims and liabilities (including expenses) for injury or death of persons or damage to any property which may result, in whole or in part, from any act or omission on the part of the Bidder, its agents, employees, or representatives, or are arising from any Bidder furnished goods or services, except to the extent that such damage is due solely and directly to the negligence of the School District. The Bidder will carry comprehensive general liability insurance, including contractual and product liability coverage, with minimum limits acceptable to the School District. The Bidder will, at the request of the School District, supply certificates evidencing such coverage.
- K. **RISK OF LOSS:** The Bidder assumes the following risks: (1) all risks of loss or damage to all goods, work in process, materials and equipment until the delivery thereof as herein provided; (2) all risks of loss or damage to third persons and their property until delivery of all goods as herein provided; (3) all risks of loss or damage to any property received by the Bidder or held by the Bidder or its suppliers for the account of the School District, until such property has been delivered to the School District; (4) all risks of loss or damage to any of the goods or part thereof rejected by the School District, from the time of shipment thereof to Bidder until redelivery thereof to the School District.

- L. **LAWS AND REGULATIONS:** Bidders will comply with all applicable Federal, State and Local laws, statutes and ordinances including, but not limited to the rules, regulations and standards of the Occupational Safety and Health Act of 1970, the Federal Contract Work Hours and Safety Standards Act, and the rules and regulations promulgated under these Acts. Bidders agree not to discriminate against any employee or applicant for employment because of race, sex, religion, color, age or national origin.

All agreements as a result of an award hereto and all extensions and modifications thereto and all questions relating to its validity, interpretation, performance or enforcement shall be governed and construed in conformance to the laws of the State of Florida.

- M. **PUBLIC ENTITY CRIMES:** A Bidder, person, or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Florida State Statute, Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
- N. **PATENTS:** Bidders agree to indemnify and save harmless the School District, its officers, employees, agents, or representatives using the goods specified herein from any loss, damage or injury arising out of a claim or suit at law or equity for actual or alleged infringement of letters of patent by reason of the buying, selling or using the goods supplied under this bid, and will assume the defense of any and all suits and will pay all costs and expenses thereto.
- O. **CONFLICT OF INTEREST:** The award hereunder is subject to the provisions of Chapter 112 Florida Statutes. All Bidders must disclose the name of any company owner, officer, director or agent who is an employee of the School District and/or is an employee of the School District and owns, directly or indirectly, an interest of five percent or more of the company.
- P. **TERMINATION: DEFAULT.** The School District may terminate all or any part of a subsequent award by giving notice of default to Bidder, if Bidder: (1) refuses or fails to deliver the goods or services within the time specified; (2) fails to comply with any of the provisions of this RFP or so fails to make progress as to endanger performances, hereunder, or; (3) becomes insolvent or subject to proceedings under any law relating to bankruptcy, insolvency, or relief of debtors. In the event of termination for default, the School District's liability will be limited to the payment for goods and services delivered and accepted as of the date of termination. **CONVENIENCE.** The School District may terminate for its convenience at any time, in whole or in part any subsequent award. In which event of termination for convenience, the School District's sole obligations will be to reimburse Bidder for (1) those goods or services actually shipped/performed and accepted up to the date of termination, and (2) costs incurred by Bidder for unfinished goods, which are specifically manufactured for the School District and which are not standard products of the Bidder, as of the date of termination, and a reasonable profit thereon. In no event is the School District responsible for loss of anticipated profit nor will reimbursement exceed the RFP value.
- Q. **DRUG-FREE WORKPLACE:** Whenever two or more RFPs are equal with respect to price, quality, and service, an RFP received from a business that certifies that it has implemented a drug-free workplace program as defined by Section 287.087 Florida Statutes, will be given preference in the award process.

- R. **PERFORMANCE:** In an effort to reduce the cost of doing business with the School District, and unless indicated elsewhere, no bid or performance bond is required. However, upon award and subsequent default by Bidder, the School District reserves the right to pursue any or all of the following remedies: (1) to accept the next lowest available RFP price or to purchase materials or services on the open market, and to charge the original awardees for the difference in cost via a deduction to any outstanding or future obligations; (2) the Bidder in default will be prohibited from activity for a period of time determined by the severity of the default, but not exceeding two years; (3) any other remedy available to the School District in tort or law.
- S. **AUDIT AND INSPECTION:** The District or its representative reserves the right to inspect and/or audit all the Bidder's documents and records as they pertain to the products and services delivered under this agreement. Such rights will be exercised with notice to the Bidder to determine compliance with and performance of the terms, conditions and specifications on all matters, rights and duties, and obligations established by this agreement. Documents/records in any form shall be open to the District's representative and may include but are not limited to all correspondence, ordering, payment, inspection and receiving records, and contracts or sub-contracts that directly or indirectly pertain to the transactions between the District and the Bidder.
- T. **SAMPLES AND BRAND NAMES: BRAND NAMES.** Specifications referencing specific brand names and models are used to reflect the kind and type of quality in materials and workmanship, and the corresponding level of performance the School District expects to receive as a minimum. Bidders offering equivalents or superior products to the brand/model referenced will: (1) reference on the RFP in the space provided the manufacturer's name, brand name, model and/or part number; (2) next to the price Bidder will indicate "ALT" to reflect an alternate offering; (3) where no sample is provided with the RFP, Bidders will enclose sufficient technical specification sheets and literature to enable the School District to reach a preliminary evaluation; (4) the School District may request and Bidder agrees to submit a sample or to provide its product on-trial or demonstration, whichever the School District may deem appropriate, at no charge to the District; (5) the School District reserves the right to determine the acceptability of any alternatives offered. **SAMPLES.** Any sample requested by this RFP or to be provided at the Bidder's option, should be forwarded under separate cover to the attention of the Purchasing Office of the School District. The package or envelope will reference the RFP Number, RFP Title, and RFP Item Number and clearly marked "Samples". All samples will be provided free of charge, including transportation charges. Bidders are responsible for notifying and making arrangements for pick up from the School District if a return of samples is expected. All samples unclaimed for thirty (30) days will be disposed of at the discretion of the School District.
- U. **EVALUATION CRITERIA:** Primary factors used to decide the award hereunder will be price, quality, availability, and responsiveness. Other factors that may be used in the evaluation of this bid will be: (1) administrative costs incurred by the School District in association with the discharge of any subsequent award; (2) alternative payment terms; (3) Bidder's past performance. The School District reserves the right to evaluate by lot, by partial lot, or by item, and to accept or reject any proposal in its entirety or in part, and to waive minor irregularities if the proposal is otherwise valid. In the event of a price extension error, the unit price will be accepted as correct. The School District has sole discretion in determining testing and evaluation methods. The School District may consider in conjunction to any award hereunder, those products, services and, prices available to them through contracts from state, federal, and local government agencies or other school districts within the State of Florida.

- V. **CLARIFICATIONS AND INTERPRETATIONS:** The School District reserves the right to allow for clarification of questionable entries, and for the Bidder to withdraw items with obvious mistakes. Any questions concerning terms, conditions or specifications will be directed to the designated Purchasing Agent referenced on the RFP Acknowledgement. Any ambiguities or inconsistencies shall be brought to the attention of the designated Purchasing Agent in writing at least seven workdays prior to the opening date of the proposals. Failure to do so, on the part of the bidder will constitute an acceptance by the bidder of consequent decision. An addendum to the RFP shall be issued and posted for those interpretations that may affect the eventual outcome of this bid. It is the bidder's responsibility to assure the receipt of all addendum issued. No person is authorized to give oral interpretations of, or make oral changes to the RFP. Therefore oral statements given before the RFP opening date will not be binding. The School District will consider no interpretations binding unless provided for by issuance of an addendum. Addenda will be posted to the School District's Purchasing website address at <http://old.escambia.k12.fl.us/adminoff/finance/purchasing/> at least five workdays prior to the opening date. The bidder shall acknowledge receipt of all addenda by signing and enclosing said addenda with their proposal.
- W. **RFP TABULATIONS, RECOMMENDATIONS, AND PROTEST:** RFP tabulations with award recommendations are posted for 72 hours in the Purchasing Office and are also posted to the School District's Purchasing website address at <http://old.escambia.k12.fl.us/adminoff/finance/purchasing/>. Failure to file a protest within the time prescribed in Section 120.57(3) Florida State Statutes will constitute a waiver of proceedings under Chapter 120, Florida State Statutes and School Board Rules. RFP tabulations, recommendations or notices will not be automatically mailed.
- X. **CONTACT:** All questions for additional information regarding this RFP **must be directed to the designated Purchasing Agent noted on page one.** Prospective bidders shall not contact any member of the Escambia County School Board, Superintendent, or staff regarding this bid prior to posting of the final tabulation and award recommendation on the website and in the Purchasing Office. Any such contact shall be cause for rejection of your proposal.
- Y. **PROPOSAL PREPARATION COSTS:** Neither the School District nor its representatives shall be liable for any expenses incurred in connection with the preparation of a response to this proposal.
- Z. **AGREEMENT FORM:** All subsequent agreements as a result of an award hereunder, shall incorporate all terms, conditions and specifications contained herein, and in response hereto, unless mutually amended in writing.

III. **SPECIAL CONDITIONS** These "SPECIAL CONDITIONS" are in addition to or supplement Section II GENERAL TERMS AND CONDITIONS. In the event of a conflict these SPECIAL CONDITIONS shall have precedence.

- A. **BID DOCUMENTATION AND REQUIRED ENCLOSURES:** All documents listed below must be returned in their entirety. **Failure to return all pages (entire document) or any of the items listed below may result in your bid not being accepted.**
  1. USDA (United States Department of Agriculture), Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion: This form (located in the back section of bid document) must be signed and returned with the bid.
  2. The entire bid solicitation (pages 1 – 51) must be returned when bidding. Signature on the first page must be an original signature – no fax or email documents will be accepted. In the event that a vendor makes an error on entering any information and enters a correction, the vendor must initial the change(s). Any proposal submitted with strike over or white out corrections that are not initialed will be rejected as non-responsive.

3. Product specification sheet or certifications must be attached if listed for item bid in Specifications and Pricing Section and/or if bidding alternate items.
  4. If not currently doing business with the Escambia County School District, a business reference, preferably School Districts, must be submitted. See attached Form Number P-002, contained within this document.
  5. USDA Certificate of Independent Price Determination. This form (located in the back section of bid document) must be signed and returned with the bid.
  6. Non-Collusion Affidavit. This form (located in the back section of bid document) must be signed and returned with the bid.
- B. **JESSICA LUNSFORD ACT: Background screening and fingerprint of all vendor Jessica Lunsford Act requiring background screening and fingerprint of all vendor representatives that will visit a school for any reason during this process will be required to meet all aspects of this act.** Vendor will comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, by certifying that the vendor and all of its employees who provide services under this contract have completed the background screening required by the referenced statutes and meet the standards established by the statutes. This certification will be provided to the school in advance of the vendor providing any services on campus while students are present. **The vendor will bear the cost of acquiring the background screening required by Section 1012.32, F.S.,** and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to vendor and its employees. The vendor will follow the procedures for obtaining employee background screening as outlined on the Escambia County School District Website: <http://old.escambia.k12.fl.us/adminoff/finance/purchasing/>. Vendor will provide school a list of its employees who have completed background screening as required by the referenced statutes and meet the statutory requirements. Vendor will update these lists in the event that any employee listed fails to meet the statutory standards or new employees who have completed the background check and meet standards are added. The parties agree that in the event that vendor fails to perform any of the duties described in this paragraph, this will constitute a material breach of the contract entitling school to terminate immediately with no further responsibility to make payment or perform any other duties under this contract. Vendor agrees to indemnify and hold harmless school, its officers and employees from any liability in the form of physical injury, death, or property damage resulting from vendor's failure to comply with the requirements of this paragraph or Sections 1012.32 and 1012.465, Florida Statutes.
- C. **BUY AMERICAN ACT:** Except in those instances where certain food items are not commercially available from production within the United States, no food items covered by this bid are to be imported, imported and repacked, or imported and labeled with an American Processor or Distributor's label.
- D. **MINIMUMS:** The vendor may include a statement regarding minimum order quantities or value affecting final order processing.
- E. **BID QUANTITIES: Quantities indicated and delivery dates on this bid are estimates based on prior usage.** Actual purchases may vary from item to item and the School District cannot guarantee that items will be purchased exactly as indicated.
- F. **TERM OF AGREEMENT:** All prices, terms and conditions of this purchasing agreement will be in effect from November 1, 2011 through October 31, 2012.

G. **EVALUATION CRITERIA.** Evaluation of proposals by the Evaluation Committee (consisting of representatives of the District's Food Services Department and Purchasing Department) will be made to ascertain which proposer best meets the needs of the School District. The School District reserves the right to evaluate by lot, by partial lot, or by item. Award will be made on the following criteria:

1. Line Item by Low Price: Award for each line item will go to the vendor with the lowest price when the low price is for a product on the approved products list and product is not tied to a minimum requirement or lot award. Products are approved prior to posting of RFP and are listed in the Specifications and Pricing Section (Section VII) for each item.
2. All Line Items not included in Item 1 above:
  - a. Bidder provided sample to District for testing. (15 Points Maximum)
  - b. Product tested and approved by District Evaluating Team. (35 Points Maximum)
  - c. Product is low price for line item. (40 Points Maximum)
  - d. Acceptability of Minimum Order. (10 Points Maximum)
3. Minimum Order Requirements or Award by Lots: Aggregate low price for all line items in the lot (i.e. all cereal would be one lot) will be awarded to one vendor.

#### IV. PRODUCT IDENTIFICATION, PACKAGING, AND LABELING REQUIREMENTS

- A. **ALTERNATE PACKAGING.** Mindful of the variance in the kind and size of container and number of units in a shipping case commercially available, no vendor is prevented from submitting a proposal on different kind and size of container and/or number of units in a shipping case.
1. Any alternate packaging offered must be substantially equivalent **and listed as an alternate offering.**
  2. Changes in packaging and packing offered by the vendor must be clearly indicated in the proposal and will be given consideration to the extent deemed consistent with the best interests of the schools.
- B. **BRAND/PACKER IDENTIFICATION.** In the event of an award, deliveries must be identified by the brand or trade name of the packer as submitted by the vendor in this proposal, unless otherwise specifically approved and authorized.
- C. **SHIPPING CONTAINERS OVER 25 POUNDS.** Marking of shipping containers packed to more than 25 pounds net weight:
1. All marking materials must be flat, water-fast, non-smearing (readable on fiber) and provide a definite contrast upon the surface of the container. The markings may be legibly stenciled, mechanically printed and/or applied with the use of mechanically printed label(s) on the container in lettering and numbers not less than .375 inch (3/8 inch or 9.5mm) high. When using labels they shall be applied to prevent their removal in intact form.

2. The markings shall be located in the following sequence on one end of the container:
  - a. Upper left hand area. The true name of the product, Institutional Meat Purchasing Specifications (IMPS), and the product item description number.
  - b. Upper right hand area. The date of initial certification by the USDA meat grader (month, day, and year). Lot number and box number when product is designated by lot, the numerical entry may be applied with a felt-tip pen, crayon, or pencil.
  - c. Lower left hand area. The applicable grade or selection (U.S. Prime, U.S. Choice, etc.), and Purchase Order (P.O.) Number.
  - d. Lower right hand area. The net weight of product (the numerical entry may be applied with a felt-tip pen, crayon, or pencil).

## V. ORDER PLACEMENT AND DELIVERY PROCEDURES

- A. **ORDERING PROCEDURES.** No direct ordering of items by individual cafeterias is permitted. All orders for bid items must be issued to the vendor from the Purchasing Office of the School District of Escambia County. This also applies to any additions, deletions, or other alterations to existing orders.
- B. **SHIPPING/RECEIVING REQUIREMENTS.**
  1. **ALL MERCHANDISE OF 50 CASE LOTS OR MORE WILL COME IN PALLETIZED ON 48" X 40" GROCERY PALLETS. MAXIMUM OF 45" HIGH FROM BOTTOM OF PALLET TO TOP OF STACK. SLIP SHEET PACKING WILL ALSO BE ACCEPTED. Products requiring stacking over 45" high for shipping purposes must have an additional slip sheet placed at the 45" level to facilitate down stacking and storage of product being delivered to Warehouse.**
  2. All shipments/deliveries must be received and signed for by the Warehouse Manager or his designee. Delivery appointments must be made at least 24 hours in advance by contacting District Warehouse personnel at (850) 469-5321 or (850) 459-5623.
 

Delivery times for frozen/refrigerated food items are as follows:

Mondays	8:30 am – 1:30 pm Central Time
Tuesdays-Fridays	7:30 am – 1:30 pm Central Time

Delivery times for all other commodities:

Mondays – Fridays	7:30 am – 2:00 pm Central Time
-------------------	--------------------------------
  3. Delivery must be made directly to the school system's warehouse located at 51 East Texar Drive, Pensacola, Florida, as designated on purchase order.

## VI. INVOICES, STATEMENTS AND PAYMENT

Invoices for the purchases of food and all non-food supplies made by the school system will be paid by the Food Service Accounting Office. In order to facilitate the handling of these invoices, all vendors must adhere to the following instructions since delivery of product to our central warehouse may be made several ways, invoicing should be handled as follows:

- A. **DELIVERIES MADE BY BIDDER'S OWN CONVEYANCE:** When deliveries are made via the vendor's own conveyance, delivery receipts or packing slips should accompany the merchandise to the warehouse. An original and two (2) copies will be provided the Warehouse Manager (or his authorized representative) who will sign all copies if the shipment is complete and in good order. The Warehouse Manager will retain the original and one (1) copy and provide the vendor with a signed third copy. Should there be any discrepancy, damaged goods, incorrect product, shortages, etc., the vendor's driver will contact his company for permission to correct the delivery receipt or packing slip on the spot, and all discrepancies shall be noted on delivery receipt or packing slip.
- B. **DELIVERIES MADE VIA COMMON CARRIER OR TRUCK:** When the deliveries are made via common carrier or truck, delivery receipts or packing slips must accompany or precede the actual delivery of product to the warehouse manager via the U.S. Mail. In case any product is received with in transit damage, our warehouse manager will have an exception made on the common carrier freight bill and/or delivery receipt regarding the extent of damaged product and forward you a copy of said freight bill or delivery receipt so you may file claim, including refusal of delivery on damaged goods. Our Food Service Accounting Dept. will deduct from your invoice, for all shortages, damaged items, etc. Barring delays due to unresolved discrepancies, you may expect to receive payment for products within ten (10) days of our receipt of your invoice.
- C. **INVOICE SUBMISSION:** Invoices must be submitted in triplicate (original and 2 copies). All invoices, copies of delivery receipts and statements are to be mailed to:
- School District of Escambia County  
Food Service Accounting - Rm 211  
75 North Pace Boulevard  
Pensacola, FL 32505  
(850) 469-6192 or 469-6193
- D. **INVOICE/PACKING LIST NOTATIONS:** All invoices, packing lists, and relevant documentation should reference the appropriate purchase order and the seven digit School District item identification number shown in the detail specifications.

**VII. SPECIFICATIONS AND PRICING**

**PLEASE NOTE:** Each Item has a space for you to indicate portion or container (can/box/package/pail) size and numbers of portions or containers per case. If number of containers per case is one (1), then state 1 in the appropriate box. This information must be filled out even if your packaging exactly matches the specifications. Samples must be provided if offering a product that is not listed on the approved list. Any deviation from product or product # listed requires a sample. Samples must be received in the Purchasing Office no later than time and date listed in "Introduction" on page 2 of this RFP.

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
1.	1,800	cs.	<p>NAPKINS FOR ELEMENTARY AND SECONDARY SCHOOL SERVICE (0702090)                      Approximately 13 inches x 17 inches open; one-ply paper construction; embossed; folded for meal-size dispenser; white color; single-dispensing-type to fit a minimum 250-300 capacity, spring-loaded dispenser; packed 250/pkg., 24 pkgs./cs. (6,000 napkins per case).</p> <p><u>Approved Brands:</u>                      Dixie # 250 Super-Serv Master                      Encore King # 142                      Erving # 537 Econoserve                      Georgia Pacific # 374-01                      SCA Tissue # 802                      Kimberly Clark # 98730                      Cascades Tissue # IF4802</p> <p>State pack size: _____                      _____                      Brand/Number Offered</p> <p>Comments:</p>			
2.	100	cs.	<p>CUPS, PAPER SOUFFLE (0702140)                      4 oz. capacity; round with tapered sides, rolled rims and flat bottom; disposable <b>paper</b> construction suitable for use in baking; packed 250/pkg., 20 pkgs./cs. (5,000 cups per case).</p> <p><u>Approved Brands:</u>                      Dixie # P 040                      Solo/Sweetheart/Lily Tulip # 400                      GENPAK # F 400</p> <p>State pack size: _____                      _____                      Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
3.	50	cs.	<p>CUPS, HOT/COLD BEVERAGE CONTAINER (0145147) 6 oz. capacity, disposable foam, packed 25 cups/tube. (2,500 cups per case).</p> <p><u>Approved Brands:</u> Dart # 6 J 6</p> <p>Unit of issue is 100 cups per pack, (4 sleeves). Please note price per pack as well as price per case.</p> <p>Price per pack _____ Price per case _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
4.	50	cs.	<p>CUPS, HOT/COLD BEVERAGE CONTAINER (0145150) 10 oz. capacity, disposable foam, packed 25 cups/tube. (2,500 cups per case).</p> <p><u>Approved Brands:</u> Dart #10 J 10</p> <p>Unit of issue is 100 cups per pack, (4 sleeves). Please note price per pack as well as price per case.</p> <p>Price per pack _____ Price per case _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
5.	190	pk.	<p>CUPS, COLD (0145155) 16 oz., plastic, heavy duty, 50 cups/sleeve, 20 sleeves/case. (1,000 cups per case).</p> <p><u>Approved Brands:</u> Solo # PS 16 R Dart Clearlight # 16 CT No alternates or substitutes will be accepted.</p> <p>Cups Per Pack _____</p> <p>Packs Per Case _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
6.	300	cs.	<p>CUPS, COLD BEVERAGE CONTAINER (0702240) 12 oz. capacity; disposable foam, paper, or plastic construction; packed 25/tube, 40 tubes/cs. (1,000 cups per case).</p> <p><u>Approved Brands:</u> Master Containers Dart # 12 J 12 Wincup #12 C 16</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
7.	500	cs.	<p>TRAYS, FOR SERVING INDIVIDUAL FOOD ITEMS (0702450) ¼ lb. capacity; approximate dimensions: 1-1/32 inches high x 4 inches x 2-3/4 inches at the top; 3-1/16 inches x 1-13/16 inches at the bottom; rectangular with tapered sides and flat bottom; disposable paper construction; white interior and colorful, decorative, stock design printed on exterior. (1,000 trays per case).</p> <p><u>Approved Brands:</u> Southern Champion # 0401</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
8.	1,000	cs.	<p>TRAYS, FOR SERVING INDIVIDUAL FOOD ITEMS (0702460)            ½ lb. capacity; approximate dimensions: 1-¼ inches high x 5 inches x 3 ½ inches at the top; 3-5/8 inches x 2-1/8 inches at the bottom; rectangular with tapered sides and flat bottom; disposable paper construction; white interior and colorful, decorative, stock design printed on exterior; packed 125/pkg., 8 pkgs./cs. (1,000 trays per case).</p> <p><u>Approved Brands:</u>            Dixie # KL-50            Fonda Co. Container Grp. # 35050 or # 35059            Georgia Pacific # KL 50 DR            Southern Champion # 0409            Sterling # 50            Superior Quality # 8150</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
9.	300	cs.	<p>TRAYS, FOR SERVING INDIVIDUAL FOOD ITEMS (0702470)            1 lb. capacity; approximate dimensions: 1-½ inches high, 5-¼ inches x 3-¾ inches at the top, 4 inches x 2-¼ inches at the bottom; rectangular with tapered sides and flat bottom; disposable paper construction; white interior and colorful, decorative, stock design printed on exterior; packed 125/pkg., 8 pkgs./cs. (1,000 trays per case).</p> <p><u>Approved Brands:</u>            Dixie # KL-100            Fonda Co. Container Grp. # 35100 or # 35109            Georgia Pacific # KL 10 ODL            Southern Champion # 0413            Sterling # 100</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
10.	100	cs.	<p>PLATES, PIE (0702520)  Approximately 6 inches square, square with rounded corners, or round; disposable foam, paper or plastic construction; subtle, non-white color preferred; packed 250/sleeve, 4 sleeves/cs. (1,000 plates per case).</p> <p><u>Approved Brands:</u>  Dart # 6 PWC  Pactiv # TH 5-0006 or # TH 1-0026  Sweetheart # FS 6 BPY</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
11.	150	cs.	<p>CONTAINER, SALAD (0702260)  Approximately 7 x 6 x 2 1/8 inches, clear hinged salad container; dual bar- locks for secure closure. <b>(250 per case)</b>.</p> <p><u>Approved Brands:</u>  Dart # C 26 UT 1</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
			<b>OR</b>			
12.	75	cs.	<p>CONTAINER, SALAD (0702261)  Approximately 7 x 6 x 2 1/8 inches, clear hinged salad container; dual bar- locks for secure closure. <b>(500 per case)</b>.</p> <p><u>Approved Brands:</u>  ParPak # 02368</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
			<b>Bowls and Lids may be awarded together for compatibility purposes.</b>			
13.	200	cs.	<p>SALAD BOWL, SIDE, 8 OZ. (0700020)            Black, plastic, approximately 5.5 inches diameter, 1.22 inches high. (500 per case).</p> <p><u>Approved Brands:</u>            Parpak # 24009</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
14.	200	cs.	<p>LID, 8 OZ. SALAD BOWL (0700030)            Dome lid, clear. (500 per case).</p> <p><u>Approved Brands:</u>            Parpak # 24400</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
15.	400	cs.	<p>BOWL, FOAM, BLACK, 12 OZ. (0700060)            Foam bowl, black, laminated. (1,000 per case).</p> <p><u>Approved Brands:</u>            Pactiv # TXB 0012            Dart # 12 BWBQ            Solo # RS 12 BN</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
16.	400	cs.	<p>LID, 12 OZ. FOAM BOWL (0700070) Clear, dome. (1,000/case).</p> <p><u>Approved Brands:</u> Pactiv # C18-0012 Dart # CL12 BW</p> <p>State pack size: _____ _____</p> <p>Brand/Number Offered _____</p> <p>Comments:</p>			
17.	300	cs.	<p>SALAD BOWL, 24 OZ. (0700160) Black, plastic, approximately 5 5/8 inches diameter, 2 1/4 inches high. (500 per case).</p> <p><u>Approved Brands:</u> ParPak # 24025</p> <p>State pack size: _____ _____</p> <p>Brand/Number Offered _____</p> <p>Comments:</p>			
18.	300	cs.	<p>LID, 24 OZ. SALAD BOWL (0700170) Flat lid, clear. (500 per case).</p> <p><u>Approved Brands:</u> ParPak # 24200</p> <p>State pack size: _____ _____</p> <p>Brand/Number Offered _____</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
19.	50	cs.	<p>DIPPING CUP, 2 COMPARTMENT (0700080)  Clear OPS plastic, hinged flat lid, approximately 5.25 inches x 5.75 inches x 1.5 inches outside dimensions. (500 per case).</p> <p><u>Approved Brands:</u>  Parpak # 82612</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
20.	200	cs.	<p>SUB CONTAINER, 8 INCHES (0700150)  Clear OPS plastic, hinged, approximately 8 3/16 inches x 4 1/2 inches x 2 13/16 inches. (250 per case).</p> <p><u>Approved Brands:</u>  ParPak # 21060  Pactiv # YC 18-1048  Durable # PXT 395</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
21.	200	cs.	<p>PLATTERS, SALAD, NON-COMPARTMENTED (0702551)  Approximately 9 3/4inches x 5 1/2 inches x 3/4 inch; oval design preferred; disposable foam, paper or plastic construction; subtle, non-white color preferred. (500 per case).</p> <p><u>Approved Brands:</u>  Dart # 9 PRWC  Genpak # 87900  Pactiv # TH 1-0045  Sweetheart # FS 79 PY  Parpak #21972  Primeware # PL-16-1</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
22.	125	cs.	<p>BAGS, COOKIE (0702910)  4 5/8 inches wide x 3 7/8 inches deep from the top of back flap to bottom of bag; front of bag measures 3-1/2 inches deep from top to bottom of the front of bag; dry wax paper construction, plain. (1,000 per carton, 10 cartons per case).</p> <p><u>Approved Brands:</u>  Fisher # 602  Grey Brothers # 507  Sweetheart # B 1  PaperCon/Bagcraft # 450003  Brown # 807</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
23.	800	rls.	<p>PLASTIC, VINYL FILM (PVC) (0702760)  18 inches wide x 2,000 feet long; .0005 inch gauge thickness; approximately 4-½ lbs. net weight per roll; antifogging; odorless; packed in dispenser-type carton with sturdy cutter-edge attachment.</p> <p><u>Approved Brands:</u>  Anchor  Bordon/AEP Sealwrap  Reynolds # 912  Western WP Film  "Robbie" Cutterbox # 00311</p> <p><b>Do not bid product less that 18" wide.</b></p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
24.	150	cs.	<p>BAGS, PLASTIC SANDWICH WITH ZIPPER TOP (0702820)  Approximately 6 inches x 6 inches; 2 mil polyethylene construction; single track zipper top durable enough for reuse; meeting FDA and USDA specifications. (1,000 per case).</p> <p><u>Approved Brands:</u>  Associated Bag # 70-27  Calico # 9950132  GPI # 0606.2  International Plastics # F 20606  Reynolds # RS 65  Elkay # F 20606  Star Poly Fantepak</p> <p>State pack size: _____</p> <hr/> Brand/Number Offered <p>Comments:</p>			
25.	1,200	pks.	<p>BAGS, PLASTIC GALLON SIZE WITH ZIPPER TOP (0145669)  Approximately 9" x 12"; 2 mil. polyethylene construction; single track zipper top durable enough for reuse; meeting FDA and USDA specifications; packed 50 bags/pack; 20 packs/case. (1,000 bags per case). Net wt 20.20#/case.</p> <p><u>Approved Brands:</u>  Calico # 9950137 S  GPI # 0912.02  Minigrip # SBE 2 R 912  Fanta Pak # AH  Elkay #F 20912</p> <p>State pack size: _____</p> <hr/> Brand/Number Offered <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
26.	1,800	pks.	<p>BAGS, PLASTIC QUART SIZE WITH ZIPPER TOP (0145668)  Approximately 6" x 6"; 2 mil polyethylene construction; single track zipper top durable enough for reuse; meeting FDA and USDA specifications; packed 100 bags/pack; 10 packs/box; 6 boxes/case. (6,000 bags per case). Net wt 39#/case.</p> <p><u>Approved Brands:</u>  Calico # 9950132  GPI # 0606.2  International Plastics # F 20606  Island Poly # 0210606  Elkay # F 20708</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
			<b>Cups and Lids may be awarded together for compatibility purposes.</b>			
27.	150	cs.	<p>CUPS, COLD PORTION CONTAINER (0702110)  1 oz. capacity; round with tapered sides, rolled rims and flat bottom; see-through plastic construction; packed 250/pkg., 20 pkgs./cs. (5,000 cups per case).</p> <p><u>Approved Brands:</u>  Dart # 100 PC  Dixie # P 010 BB  Solo # P100  Sysco # 5318548 (translucent)</p> <p>No alternates accepted.</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
28.	300	cs.	<p><b>OR</b></p> <p>CUPS, COLD PORTION CONTAINER (0702111)  1 oz. capacity; round with tapered sides, rolled rims and flat bottom; see-through plastic construction. (2,500 cups per case).</p> <p><u>Approved Brands:</u>  Dart # 100 PC  Dixie # P 010 BB  Solo/Sweetheart # UR 1  Sysco # 5318548 (translucent)</p> <p>No alternates accepted.</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
29.	250	cs.	<p>CUPS, COLD PORTION CONTAINER (0702130)  2 oz. capacity; round with tapered sides, rolled rims and flat bottom; see-through plastic construction; packed 250/pkg., 10 pkgs./cs. (2,500 cups per case).</p> <p><u>Approved Brands:</u>  Dart # 200 PC  Sysco # 5318571 (translucent)  Solo # B 200  Darnel # D632002N</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
30.	100	cs.	<p>LIDS, FOR COVERING COLD PORTION CONTAINER (0702190)            To fit 2 oz. disposable portion cup; tight-fitting, see-through plastic construction that snaps on securely for leak resistance during transport (i.e., no straw slot); packed 125/pkg., 20 pkgs./cs. (2,500 lids per case). Compatible with 0702130.</p> <p><u>Approved Brands:</u>            Dart # 200 PCL            Solo # PL 2            Sweetheart # UR 2 H            Sysco # 5318399 (translucent)            Darnel # D 631502 TN</p> <p>State pack size: _____</p> <hr/> <p>Brand/Number Offered</p> <p>Comments:</p>			
31.	500	cs.	<p>CUPS, COLD PORTION CONTAINER (0702120)            4 oz. capacity; round with tapered sides, rolled rims and flat bottom; see-through plastic construction; packed 250/pkg., 10 pkgs./cs. (2,500 cups per case).</p> <p><u>Approved Brands:</u>            Dart # 400 PC            Dixie # P 040            Prairie Packaging # S-400-SYS            Solo # P 400            Darnel # D 634002 N</p> <p>State pack size: _____</p> <hr/> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
32.	140	cs.	<p>LIDS, FOR COVERING COLD PORTION CONTAINER (0702161)            To fit 4 oz. disposable portion cups; tight-fitting, see through plastic construction that snaps on securely for leak resistance during transport (i.e., no straw slot); packed 250/pkg., 10 pkgs./cs. (2,500 lids per case).</p> <p><u>Approved Brands:</u>            Dart # 400 PCL            Dixie # PL 4            Prairie Packaging # LS 3 FR SYS            Solo/Sweetheart # PL 4            Darnel # D 633002 N</p> <p>State pack size: _____</p> <p>_____</p> <p>Brands/Number Offered</p> <p>Comments:</p>			
33.	350	cs.	<p>CUPS, COLD PORTION CONTAINER (0702151)            5.5 oz. capacity, round with tapered sides, rolled rims and flat bottom; see-through plastic construction, packed 250/pkg., 10 pkgs./cs. (2,500 cups per case).</p> <p><u>Approved Brands:</u>            Dixie # P 550            Solo/Sweetheart # UR 55            Sysco # 5318613 (translucent)            Dart # 550 PC            Darnel # D 635502 N</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
34.	100	cs.	<p>LIDS, FOR COVERING COLD PORTION CONTAINER (0702162)            To fit 5 oz. disposable portion cups; tight-fitting, see through plastic construction that snaps on securely for leak resistance during transport (i.e., no straw slot); packed 250/pkg., 10 pkgs./cs. (2,500 lids per case). Compatible with 0702151.</p> <p><u>Approved Brands:</u>            Dixie # PL-5            Solo/Sweetheart # PL 4            Sysco # 5318415 (translucent)            Dart # 400 PCL            Darnel # D 633002 N</p> <p>State pack size: _____</p> <p>_____</p> <p>Brands/Number Offered</p> <p>Comments:</p>			
35.	3,200	cs.	<p>FORKS (0702010)            Disposable, plastic construction for single service; approximately 6 ¼ inches long; heavy weight; white color; hand packed. (1,000 forks per case).</p> <p><u>Approved Brands:</u>            Solo # MOWF-0007            Dart # F 6 BW            Supreme # SP 70043            Wallace 3540            Burkley #BS2000</p> <p>State pack size: _____</p> <p>Please submit a specification sheet on product you are bidding which includes weight, overall length, manufacturing process, method of packing, non-measurable requirements, etc.</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
36.	125	cs.	<p>KNIVES (0702020)            Disposable, plastic construction for single service; approximately 6 ¾ inches long; heavy weight; white color; hand packed. (1,000 knives per case).</p> <p><u>Approved Brands:</u>            Solo # MOWK 0007            Dart # K 6 BW            JET # 4103-000, # WK 2            Silvertch # K 4            Wincup # YMKPW 60741000            Supreme # SP 70041            Wallace #3541</p> <p>State pack size: _____</p> <p>Please submit a specification sheet on product you are bidding which includes weight, overall length, manufacturing process, method of packing, non-measurable requirements, etc.</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
37.	2,550	cs.	<p>SPOONS (0702030)            Disposable, plastic construction for single service; approximately 6 inches long; heavy weight; white color; hand packed. (1,000 spoons per case).</p> <p><u>Approved Brands:</u>            Solo # MOWT 0007            Dart # S 6 BW            Supreme # SP 70044            Wallace # 3542            Burkley BS3000</p> <p>State pack size: _____</p> <p>Please submit a specification sheet on product you are bidding which includes weight, overall length, manufacturing process, method of packing, non-measurable requirements, etc.</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
38.	3,800	pks.	<p>GLOVES (0702060)            Disposable, plastic construction; for covering full hand during food service; wrist length, large size; 100 gloves per pack. Gloves must <b>not</b> contain latex!</p> <p><u>Approved Brands:</u>            Borden Poly Gloves # FG-100 Smooth            Calico #29 G 4 EMBCMB (packed 10/100)            Food Handlers #104711-76            Nugget Handgards # OEG-100M            United Plastic # EG-100M            AC-A399-2</p> <p>State pack size: _____            _____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
39.	30	cs.	<p>STRAWS, WRAPPED GIANT MILKSHAKE (0702350)            Minimum 7 ¾ inch length; minimum .294 inch inside diameter; polypropylene construction; 1/8 inch red color strip on white color straw or solid red color; <u>wrapped</u> for use at non-dispenser locations such as on food carts; packed 300 straws/ctn., 24 ctns./cs. (7,200 straws per case).</p> <p><u>Approved Brands:</u>            Cardinal # 4851 S            JET # G 581            Jetsource # WG 23            Sweetheart # 824 R</p> <p>State pack size: _____            _____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
40.	300	cs.	<p>STRAWS, WRAPPED MILK (0702360)            5 3/4 inch length; plastic construction; individually wrapped; non-white color preferred, but same color required throughout; packed 500/dispenser-type carton, 24 ctns./cs. (12,000 straws per case).</p> <p><u>Approved Brands:</u>            Cardinal # 651-T Slim            Clear Shield #1161 Slim            Dispoz-O # MSW 24/500            Jetsource # WM 12            Sweetheart # 811-TC            Berkley Straw Milk</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
			<b>Pan Liners may be awarded together by lot.</b>			
41.	100	cs.	<p>PAN LINERS, 12 x 20 x 4 (0702480)            To fit 12 x 20 x 4 pan; to be used in food preparation, cooking and holding, to prevent food from "baking on" and "burning on" to the pot or pan surface. Able to withstand high temperature (400 degrees F/204 degrees C). (100 per case).</p> <p><u>Approved Brands:</u>            PanSaver Order # 42501            Elkay # PTL 3412</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
42.	75	cs.	<p>PAN LINERS, 12 x 20 x 6 (0702490)            To fit 12 x 20 x 6 pan; to be used in food preparation, cooking and holding, to prevent food from "baking on" and "burning on" to the pot or pan surface. Able to withstand high temperature (400 degrees F/204 degrees C). (50 per case).</p> <p><u>Approved Brands:</u>            PanSaver Order # 42585            Elkay # PTL 3418</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
43.	300	cs.	<p>PAN LINERS, 18 x 26 (0702500)            To fit 18 x 26 sheet pan; to be used in food preparation, cooking and holding, to prevent food from "baking on" and "burning on" to the pot or pan surface. Able to withstand high temperature (400 degrees F/204 degrees C). (100 to a case).</p> <p><u>Approved Brands:</u>            PanSaver Order # 42597            Elkay # PTL 205285</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
44.	200	cs.	<p>TRAYS, HOT DOG WITH HINGED LID (0702380)  Approximately 7.3 inches x 3 inches x 2 inches; disposable foam construction; subtle, non-white color preferred. (500 per case).</p> <p><u>Approved Brands:</u>  Dart # 72 HT 1  Genpak # 21100  Pactiv # TH1-0098  Darnel # DU 409101</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
45.	10	cs.	<p>TRAYS, NON-COMPARTMENTED for Art Classes (0150320)  Approximately 10 inches x 8 inches x 5/8 inch; disposable foam construction; subtle, non-white color preferred; packed 125/sleeve, 4 sleeves/cs. (500 tray per case).</p> <p><u>Approved Brands:</u>  Genpak # 8 SYB  Pactiv # TF 3-08 SO</p> <p>State pack size: _____</p> <p>Must be packed in cardboard case. Does your company pack in cardboard cases?  Yes_____ No_____</p> <p>Product to be shipped shrink-wrapped and slip-sheeted to fit a standard 4-way 40 x 48 pallet, stacked no more than 84" or 4 tiers high. If not shipped as specified, product will be refused.</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
46.	485	cs.	<p>BOWLS, HOT OR COLD FOOD CONTAINER (0702390)  <b>5 oz.</b> capacity; round or round-square design; disposable foam construction; subtle, non-white color preferred. (1,000 per case).</p> <p><u>Approved Brands:</u>            Dart # 5 BWWC Concorde            Dixie # TL 05 DD            Genpak # 80500            Mars Cup Co. # 5 B 14            Pactiv # TH 5-0004            Prairie # FWB-5            Sweetheart # SEL4 DB            Darnel # DU 5005501</p> <p>State pack size: _____</p> <hr/> Brand/Number Offered <p>Comments:</p>			
47.	300	cs.	<p>BOWLS, HOT OR COLD FOOD CONTAINER (0702420)  <b>10 oz.</b> capacity; round or round-square design; disposable foam construction; subtle, non-white color preferred. (1,000 per case).</p> <p><u>Approved Brands:</u>            Dixie # FH 10 SB            Genpak # 82100            Pactiv # TH 5-0012            Prairie # FWB-12            Sweetheart # FS 12 BY            Dart #12 B W W C</p> <p>State pack size: _____</p> <hr/> Brand/Number Offered <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
			<p><b>Items 48 &amp; 49 may be awarded together for compatibility purposes.</b></p>			
48.	225	cs.	<p>HOT FOOD CONTAINER (0702200)  <b>10 oz.</b> capacity; disposable foam construction, thin wall, super insulated; squat type for easy stacking. (1,000 per case).</p> <p><u>Approved Brands:</u>  Dart #10 B 20</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
49.	125	cs.	<p>LIDS, FOR COVERING 10 OZ. CONTAINER (0702210)  Plastic construction, clear for easy food identification; packed 1,000/cs.</p> <p><u>Approved Brands:</u>  Dart # 20 JL</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
50.	500	cs.	<p>SANDWICH WRAP  Approximately 10-1/2 inches x 13 inches;  aluminum foil glued to paper backing with your  stock decorative design print in blue, yellow,  green, red, and purple. <b>(2,000</b> sheets per  case).</p> <p>Mixed pallets are <u>not</u> acceptable.</p> <p>0702680 – w/o logo blue  0702690 – w/o logo yellow  0702700 – w/o logo green  0702710 – w/o logo red  0702720 – w/o logo purple</p> <p><u>Approved Brands:</u>  Reynolds Cushion-Fold Sandwich Wrap  Ohio Valley Converting # 2007  Brown Co # 5 C 13  Papercon  Volflex</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
51.	1,070	bx.	<p>PAPER, DELICATESSEN, FOR SANDWICH  WRAP (0702790)  Approximately 12 inches x 10 ¾ inches, dry  wax paper construction; interfolded, single  sheets packed in dispenser carton; packed 500  sheets/box.</p> <p><u>Approved Brands:</u>  Brown Company # 2112  Deli Paper # G-12  Carolina # D-312  Dixie # 73 Master  Papercon # WF-12</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
52.	110	cs.	<p>BAGS, PAPER SANDWICH WITH OPEN TOP (0702800)  Approximately 6 inches x 3/4 inch x 7 1/4 inches; higher convex back flap; dry wax paper construction; packed 1,000/ctn., 2 ctns./cs. (2,000 bags per case).</p> <p><u>Approved Brands:</u>  Bagcraft # 405  Brown Paper # 704-19 WC  Fisher # 508  Gilchrist # G 67  Grey Brothers # 102  Sweetheart # B 2 M</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
53.	580	rls.	<p>ALUMINUM FOIL (0702730)  18 inches wide x 500 feet long; .001 gauge thickness; 10 lbs. net weight per roll; silver color; packed in dispenser carton with sturdy cutter-edge attachment.</p> <p><u>Approved Brands:</u>  ABC #728 Kaiser  Novalis/Royale #1858  Alumax #124  Reynolds # 624  Durable Packaging # 91805  WM-M1424</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
54.	65	cs.	<p>GARBAGE CAN LINERS FOR USE IN 20 GAL. CAN (0702890)  Approximately 33 inches wide x 40 inches long; minimum .70mil; low density polyethylene (LDPE); star-sealed bottom; approximate case weight 16.1 pounds; <u>black color</u>. (250 per case).</p> <p><u>Approved Brands:</u>  All American Poly # 33x40 XHVY  Calico # 9940153  Pitts Plastic # B 74030 K (extra heavy)  Fortune # CRLD 40 HB  Central Poly # CP 3340 XHVY</p> <p>State pack size: _____  State case weight: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
55.	170	cs.	<p>GARBAGE CAN LINERS FOR USE IN 32 GAL. CANS (0702930)  Approximately 40" wide x 46" long; minimum .70mil.; linear low density polyethylene (LLDPE); star-sealed bottom; approximate case weight 21.4 pounds; <u>black color</u>. (250 per case).</p> <p><u>Approved Brands:</u>  All American Poly # 40x48 XXHVY  Calico # 9940213  Fortune Plastics # 404670  Pactiv # PL 2-4633</p> <p>State pack size: _____  State case weight: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
56.	30	gal.	<p>CLEANER, KEATING FRYER BOILOUT (0701110)  Cleans deep fat fryers when used with boiling water and softens carbonized grease for easy removal. USDA certified. Packed 16 oz. per can/gallon jar.</p> <p><u>Approved Brands:</u>  Keating Sea Powder  Disco/Glit # FB 08</p> <p>State pack size: _____  State case weight: _____</p> <p>_____</p> Brand/Number Offered			
57.	30	gal.	<p>POLISH LIQUID ALUMINUM (0701160)  For stainless steel and aluminum finishes. Must result in a protected soil resistant bright finish and facilitate further cleaning of the surface after several applications. Must be a spray or wipe on type and easily removed with a clean, dry cloth. Label of each bottle will have complete directions for use.</p> <p><u>Approved Brands:</u>  Sheila Shine # SSI4  Steel Bright/Pride Enterprises</p> <p>State pack size: _____  State case weight: _____</p> <p>_____</p> Brand/Number Offered			
58.	25	cs.	<p>HOOD DETERGENT (0701070)  Concentrated for auto-wash. Nonflammable, non-caustic and nonirritating to skin. Biodegradable.</p> <p><u>Approved Brands:</u>  National Colloid Super "C"</p> <p>State pack size: _____  Packs in a case _____  State case weight: _____</p> <p>_____</p> Brand/Number Offered Comments:			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
59.	150	gal.	<p>OVEN CLEANER, ACID TYPE DEGREASER (0701080)</p> <p>Shall be a clear brown liquid which has the following characteristics:</p> <p>(a) A minimum Brookfield viscosity of 1000 cp@0.6 rpm, spindle #2 and 250 cp@30 rpm, spindle #2. These properties will ensure that the product will pump through a trigger sprayer to produce a thickened rich foam, which will cling to vertical walls in oven and grills, allowing enough residence time to react with carbonized soils so that they can be removed.</p> <p>(b) A lemony fragrance with a slight ammonia odor.</p> <p>(c) Using the foam height test which consists of 20 tumbles in a 250 ml graduated cylinder, the product shall produce a foam height of no less than 9.0 inches and, when mixed with 5% Crisco, produce a foam height of no less than 7 inches.</p> <p>(d) The product shall have a total alkalinity of Na<sub>2</sub>O to the methyl orange endpoint of 10% min to 11.5% max as determined by titration with 1 N sulfuric acid.</p> <p>This product application is to remove burned on carbonized soils found on both the interior and exterior of commercial food service equipment manufactured of stainless steel, glass, and porcelain.</p> <p>Packaging: Should be in 1 gallon containers that are UN certified for shipping hazardous materials by U.S. DOT. Bottle shall be screen printed with non-removable UV curable inks and have clear quick and easy use and safety instructions.</p> <p><u>Approved Brands:</u>  Midlab # KS 2500  Betco # 13904  Affclean # 1414</p> <p>State pack size: _____  State case weight: _____</p> <p>_____</p> Brand/Number Offered Comments:			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
60.	20	bg.	<p>FILTERING POWDER (0701140)            Formulated for use in automatic, vacuum-type, hot shortening, filtering machines such as Anets Model CQF-90 or Vacuum Model A-95. Packed 25 pounds per bag.</p> <p><u>Approved Brands:</u>            Re-Nu            Disco Glit # CNDE 125</p> <p>State pack size: _____            State case weight: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
61.	20	cs.	<p>FILTER PAPER FOR FRYMASTER FRYER (0701330)            33 1/4" x 21"; disposable paper construction. (100 filters per case).</p> <p><u>Approved Brands:</u>            Frymaster Magic Sheet II, Part # 8030171            (to fit Frymaster fryers)            Disco Glit # GL 213353</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
62.	10	bx.	<p><b>(A)SCOURING PADS (0701250)</b> Hand-size, course fiber, 32" x 5" x 3/4", packed 20 per box.</p> <p><b>OR</b></p> <p><b>(B)SCOURING PADS (0701260)</b> Same as above (0701250), however; different pack size: 12 per box.</p> <p><u>Approved Brands:</u> Scotch-Brite # 3-M 88 N Calico # 24 KK 463 B</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
63.	20	bx.	<p><b>SCOURING PADS (0701240)</b> Hand-size, <b>fine</b> fiber, 6" x 9", packed 12 per box.</p> <p><u>Approved Brands:</u> Need Samples</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
64.	810	ea.	<p><b>STAINLESS STEEL SCOURING SPONGE (0701270)</b> For removing burned on particles on aluminum, stainless steel and tinned surfaces.</p> <p><u>Approved Brands:</u> Calico # 24 TSH 105 D Continental Disco # SSP-50 Royal # 5775</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
65.	250	cs.	SOAP POWDER (0701060) For laundry and general cleaning use. Packed 33 oz. per box. (15 boxes per case).  <u>Approved Brands:</u> Tide Proctor & Gamble # 30804 Purex  State pack size: _____  _____ Brand/Number Offered  Comments:			
66.	200	ea	HEAD, MOP, WET (0305052) Cotton, 18" strands <b>20 oz.</b> / Part# _____  <u>Approved Brands:</u> Prolink #WARL 7520 O'Cedar  State pack size: _____  _____ Brand/Number Offered  Comments:			
67.	200	ea	HEAD, MOP, WET (0305053) Cotton, 18" mop strands <b>24 oz.</b> / Part# _____  <u>Approved Brands:</u> Prolink #WARL 7524 Boardwalk  State pack size: _____  _____ Brand/Number Offered  Comments:			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
68.	250	ea	MOP (0305068) 20 oz., cotton, light, 54", smooth sanded handle with 18" mop strands.  <u>Approved Brands:</u> Crystal Lake #12706, Carolina Mop #02120 ABCO#CD50020 O'Cedar  State pack size: _____  _____ Brand/Number Offered  Comments:			
69.	200	ea	MOP 24 oz., cotton, heavy, 54", smooth sanded handle with 18" mop strands.  <u>Approved Brands:</u> Crystal Lake #12706, Carolina Mop #02120 ABCO#CD50020 O'Cedar  State pack size: _____  _____ Brand/Number Offered  Comments:			
70.	200	ea	BABO (0305138) 20 oz. can, White Scrub Powder, 30/cs.  <u>Approved Brands:</u> Babo # 370, Unijax All Star, Ajax, Brite Glo, Theochem Timesaver # 126, Vintage RDA, Kitchen Kleanser # KK024  State container(can) size: _____ Containers per case: _____  _____ Brand/Number Offered  Comments:			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
71.	2,100	cs.	<p>TRAYS, NON-COMPARTMENTED (0702570)  Approximately 10 inches x 8 inches x 5/8 inch; disposable foam construction; subtle, non-white color preferred; packed 125/sleeve, 4 sleeves/cs. (500 trays per case).</p> <p><u>Approved Brands:</u>  Genpak # 8 SYB  Pactiv # TF 3-08 SO  Pactiv # 85</p> <p>State pack size: _____</p> <p>Must be packed in cardboard case. Does your company pack in cardboard cases?  Yes _____ No _____</p> <p>Product to be shipped shrink-wrapped and slip-sheeted to fit a standard 4-way 40 x 48 pallet, stacked no more than 84" or 4 tiers high. If not shipped as specified, product will be refused.</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>	2,100	cs.	
72.	1,200	cs.	<p>TRAYS, 3-COMPARTMENT WITH HINGED LID (0702590)  Approximately 8 ½ inches x 8 inches x 1 ¾ inches; disposable foam construction; subtle, non-white color preferred. (200 per case).</p> <p><u>Approved Brands:</u>  Dart # 85 HT 3  Pactiv # TD 1-8801  Darnel #DU 415301  Pactiv 3803</p> <p>State pack size: _____</p> <p>Product to be shipped shrink-wrapped and slip-sheeted to fit a standard 4-way 40 x 48 pallet, stacked no more than 84" or 4 tiers high. If not shipped as specified, product will be refused.</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			

Item:	Qty:	Unit:	Description:	PORTION PRICE:	UNIT PRICE:	EXTENDED PRICE:
73.	3,200	cs.	<p>TRAY, 4-5 COMPARTMENT (0702600)  Approximately 10 inches x 9 inches x 1 1/8 inches; disposable foam construction; subtle, non-white color preferred; packed 125/sleeve, 4 sleeves/cs. 500 trays per case.</p> <p><u>Approved Brands:</u>  Pactiv # TH 1-0500</p> <p>State pack size: _____</p> <p>Product to be shipped shrink-wrapped and slip-sheeted to fit a standard 4-way 40 x 48 pallet, stacked no more than 84" or 4 tiers high. If not shipped as specified product will be refused.</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Comments:</p>			
74.	3,200	cs	<p>TRAY, 6 COMPARTMENT (0702620)  Approximately 11.2 inches x 8.2 inches x 1.3 inches disposable foam or paper construction; subtle, non-white color preferred; corrugated cardboard cases preferred for warehouse stack- ability; packed 125/sleeve, 4 sleeves/cs. (500 trays per case).</p> <p><u>Approved Brands:</u>  Pactiv # TH 1-0601= cardboard box</p> <p>Product to be shipped shrink-wrapped and slip-sheeted to fit a standard 4-way 40 x 48 pallet, stacked no more that 84" or 4 tiers high. If not shipped as specified product will be refused.</p> <p>State pack size: _____</p> <p>_____</p> <p>Brand/Number Offered</p> <p>Packed in Cardboard Case</p> <p>Comments:</p>			

## **DRUG FREE WORKPLACE**

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids, which are equal with respect to price, quality, and service, are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process.

Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employees will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Vendor's Signature \_\_\_\_\_

**U.S. Department of Agriculture**

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Required for Lower Tier Covered Transactions Over \$100,000 per Bid, Contract or for Requests for Proposals**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension 7 CFR Part 3017, Section 3017.510, participants responsibilities. The regulations were published as Part IV of the January 30, 1980, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture with which this transaction originated.

Before Completing Certification, Read Instructions On The Following Page

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

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

\_\_\_\_\_  
Organization Name

\_\_\_\_\_  
PR/Award Number or Project Name

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Instructions for Certification

By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.

The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

The terms “covered transaction”, “debarred”, “suspended”, “ineligible”, “lower tier covered transaction”, “participant”, “person”, “primary covered transaction”, “principal”, “proposal”, and “voluntarily excluded” as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

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

A participant in a covered transaction may rely upon a certification of prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Reference Release Form

I \_\_\_\_\_ being of \_\_\_\_\_  
 (Name/ Title) (Name Of Company)

give Escambia County School District, Florida authorization to check our company's previous performance.

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

**IF CURRENTLY DOING BUSINESS WITH THE ESCAMBIA COUNTY SCHOOL DISTRICT**, the School District may be used as your reference.

REFERENCE

COMPANY NAME:

COMPANY ADDRESS:

CONTACT PERSON:

PHONE NUMBER:

FAX NUMBER:

**\*STOP\***

**Remaining to be completed by the ECSD**

**TECHINCAL PERFORMANCE**

EXCELLENT

UNSATISFACTORY

FACTORS/RATINGS

6

5

4

3

2

1

N/A

Completion of major tasks/millstones/deliverables on schedule.

Responsiveness to changes in technical direction

Ability to identify risk factors and alternatives for alleviating risk.

Ability to identify and solve problems expeditiously.

Ability to employ standard tools/methods

**MANAGEMENT PERFORMANCE**

EXCELLENT

UNSATISFACTORY

FACTORS/RATINGS

6

5

4

3

2

1

N/A

Overall communication with staff

Effectiveness and reliability

Ability to recruit and maintain qualified personnel

Ability to manage multiple and diverse projects/tasks from planning throughout execution.

Ability to effectively manage subcontractors

<b>MANAGEMENT PERFORMANCE (continued)</b>							
	EXCELLENT			UNSATISFACTORY			
FACTORS/RATINGS	6	5	4	3	2	1	N/A
Ability to accurately estimate and control cost to complete task							
Overall performance in planning, scheduling, and monitoring							
Use of management tools (e.g. cost/schedule, task management tools)							
<b>CUSTOMER SATISFACTION</b>							
	EXCELLENT			UNSATISFACTORY			
FACTORS/RATINGS	6	5	4	3	2	1	N/A
How would you rate the Contractor's overall technical performance on this contract/order?							
How would you rate the Contractor's ability to be cooperative, business like and concerned with interest of the customer?							
Total Dollar Amount of Contract							
Additional Comments							
Would you use this Contractor again	YES		NO				

## USDA CERTIFICATE OF INDEPENDENT PRICE DETERMINATION

- (A) By submission of this offer, the offeror certifies and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement:
- (1) The prices in this offer have been arrived at independently, without consultation, communication, agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other offeror or with any competitor;
  - (2) Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed by the offeror and will not knowingly be disclosed by the offeror prior to opening in the case of an advertised procurement, or prior to award in the case of negotiated procurement, directly or indirectly to any other offeror or to any competitor;
  - (3) No attempt has been made or will be made by the offeror to induce any person or firm to submit or not to submit an offer for the purpose of restricting competition.
- (B) Each person signing this offer certifies that:
- (1) He or she is the person in the offeror's organization responsible within that organization for the decision as to the prices being offered herein and that he or she has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or
  - (2) He or she is not the person in the offeror's organization responsible within that organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to (A)(1) through (A)(3) above, and as their agent does hereby so certify; and he or she has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above.

---

Signature of Vendor's Authorized Representative

---

Date

---

Title

In accepting this offer, the National School Lunch Program Sponsor certifies that the Sponsor's officers, employees or agents have not taken any action, which may have jeopardized the independence of the Vendor's offer to which this document is attached and referred to above.

---

Signature of Authorized Sponsor Representative

---

Date



I state that \_\_\_\_\_  
(Name of my Firm)

understands and acknowledges that the above representations are material and important, and will be relied on by the Escambia County School District in awarding the contract(s) for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the Escambia County School District of the true facts relating to submission of bids for this contract.

\_\_\_\_\_  
(Name and Company Position)

**SWORN TO SUBSCRIBED**

**BEFORE ME THIS \_\_\_\_\_ DAY**

**OF \_\_\_\_\_, 19\_\_**

\_\_\_\_\_  
**NOTARY PUBLIC**

**My commission expires: \_\_\_\_\_**