An Invitation To Bid

Restaurant Pizza Bid

Date and Location of Bid Opening
July 13, 2018 at 11:00 a.m.
Jackson Independent School
1909 Patton Avenue, Jackson, KY 41339

Sealed bids must be received no later than 3:00 p.m. on July 12, 2018 at 940 Highland Avenue, Jackson, KY 41339. The date of bid issue: July 13, 2018. For more information regarding this bid, contact: Kimberly Riley, School Nutrition Director (606) 666-5164 ext 2113.

STATEMENT OF SUBMISSION

We have read all the conditions and requirements of the bid and have signed statements of Authentication, Non-Collusion, and non-Conflict of Interest. This offer is open for consideration by Jackson Independent Schools for 30 days after the date and time of bid opening.

In submitting this bid, it is expressly agreed that, upon proper acceptance by Jackson Independent School of any or all items bid, a contract shall thereby be created with respect to the items accepted.

_____ _____
Signature Printed name

_____ _____
Firm Telephone

_____ _____
Street City State Zip

AUTHENTICATION OF BID AND AFFIDAVIT OF NON COLLUSION AND NON CONFLICT OF INTEREST

I hereby swear (or affirm) under the penalty for false swearing as provided by KRS 432.170:

- That I am the bidder (if the bidder is an individual, a partner (if the bidder is a partnership) or an officer or employee of the bidding corporation having authority to sign on its behalf (if the bidder is a corporation);

- That the attached bid or bids covering Jackson Independent School, has been arrived at by the bidder independently and have been submitted without collusion with, and without any agreement, understanding or planned common course of action with any other vendor or materials, supplies, equipment or services described in the invitation to bid, designed to limit independent bidding or competition;

- That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids and will not be communicated to any such person prior to the official opening of the bid or bids;

- That the bidder is legally entitled to enter into the contracts with the Jackson Independent School District and is not in violation of any prohibited conflict of interest, including those prohibited by the provisions of KRS 164.390, 16.092, 61,096 and 42.990

- That I have fully informed myself regarding the accuracy of the statements made above. Any agreement of collusion among bidders or prospective bidders which restrains, tend to restrain, or is reasonably calculated to restrain completion by agreement to bid at a fixed price, or to refrain from bidding or otherwise, is prohibited. Further, I understand the provisions of KRS 365.080 and 365.090, which permit the regulation of resale price by contract do not apply to sales to the State.

- Further, I understand that any person who violates any provisions of Kentucky Revised Statue 45.460 shall be guilty of a felony and shall be punished by a fine not less than five thousand dollars nor more than ten thousand dollars, or be imprisoned not less than one year no more than five years, or both such fine and imprisonment. Any firm, corporation or association which violates any of the provision of KRS 45.460 shall, upon conviction, be fined not less than ten thousand dollars or more than twenty thousand dollars.

_____ _____

Signature Printed name

_____ _____

Firm Date

PROPOSAL CERTIFICATION

I hereby certify with my signature below that the costs quoted in this proposal are correct and that I have authority to obligate my company to perform under the conditions stated in this bid document.

CERTIFICATION OF DEBARMENT AND SUSPENSION

The Contractor understands that a contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CRF 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension."

By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by Jackson Independent Schools. If it is later determined that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to Jackson Independent Schools, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 2 CFR 180.220 while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

By signing below, I, the bidder, certify that neither this company nor its key employees have been proposed for debarment, debarred, or suspended by a Federal Agency. I realize that it is my responsibility to sign and submit this certification with any bid.

_____	_____
Signature	Print or type name
_____	_____
Title	Company Name
_____	_____
Telephone	Date

ADDITIONAL DOCUMENTATION THAT MUST BE INCLUDED WITH THIS BID OR THE BID MAY BE REJECTED:

1. HACCP REGULATIONS – A COPY OF YOUR COMPANY'S STANDARD OPERATING PROCEDURES (SOP) MUST BE INCLUDED.
2. NUTRITIONAL ANALYSIS AND MEAL PATTERN CONTRIBUTION VERIFICATION MUST BE INCLUDED WITH THE BID.

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB 0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.)

1. Type of Federal Action:	**2. Status of Federal Action:**	**3. Report Type:**
☐ a. contract ☐ b. grant ☐ c. cooperative agreement ☐ d. loan ☐ e. loan guarantee ☐ f. loan insurance	☐ a. bid/offer/application ☐ b. initial award ☐ c. post-award	☐ a. initial filing ☐ b. material change **For Material Change Only:** year _____ quarter _____ date of last report _____

4. Name and Address of Reporting Entity:	**5. If Reporting Entity in No. 4 is a Sub awardee, Enter Name and Address of Prime:**
☐ **Prime** ☐ **Sub awardee** Tier _____, if known: **Congressional District**, if known:	 **Congressional District**, if known:
6. Federal Department/Agency:	**7. Federal Program Name/Description:** CFDA Number, if applicable: _____
8. Federal Action Number, if known**:**	**9. Award Amount,** if known**:** $
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):	**b. Individuals Performing Services** (including address if different from No. 10a) (last name, first name, MI):
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 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.	Title: Signature: _____ Print Name: _____ _____ Telephone No.: _____ Date: _____
Federal Use Only:	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 office 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 1st 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.

INVITATION TO BID
PREPARED PIZZAS
JACKSON INDEPENDENT SCHOOL

Bid Period: August 8, 2018 – May 14, 2019

Bid Opening: 11:00 a.m., July 13, 2018

Bid Location: 1909 Patton Avenue, Jackson, KY 41339

GENERAL CONDITIONS OF BIDDING

1. Jackson Independent School will award the bid to a single vendor. The vendor will make delivery to Jackson Independent School.
2. Information pertaining to any item or condition in this invitation or any further information may be obtained by contacting Kimberly Riley, Food Services Director.
3. Responsibility for bids arriving prior to the bid opening rests with the sender. Please note that bids returned by United Parcel Service (UPS) or the U.S. Mail may not arrive in time for bid opening. It is our recommendation not to use the US Postal Services.
4. Section 104 (d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 required SFAs to purchase domestically grown and processed foods to the maximum extent practicable. There is a two-part test to define the country of origin for a manufactured end product: (1) The article must be manufactured in the United States; and (2) the cost of domestic components must exceed 50 percent of the cost of the components.
5. All products bid must conform in every aspect to the provisions of the Federal Food and Drug Act and all of its amendments. All meat/seafood items bid must have been produced under continuous United States Department of Agriculture (USDA) Inspection. The kind of vegetable protein used in combination with meat for use in meals served under child feeding programs administered by USDA must comply with all current regulations. The proportion of hydrated fortified vegetable protein product to uncooked meat in the combination shall not exceed 30 parts per 70 parts meat on the basis of weight. We reserve the right throughout the term of the bid contract to have specification analysis of a product done at the expense of the processor. Items that are discovered not meeting specifications will be returned for full refund.
6. Each bidder must provide documentation stating their products meet the Meal Pattern Guidelines for the National School Lunch Program for the bread/bread alternate and meat/meat alternate components for each type of pizza per slice. This must be submitted with the completed bid document.
7. Each bidder must provide a nutritional analysis of all products with the completed bid document. Each analysis is to be done on a per slice basis.
8. Bid prices are not to include any use of government commodity materials or any commodity processing allowance. However, any USDA commodity allowances must be noted separately on bid for conditions in evaluation.

9. The prices quoted shall be the complete delivered price in all instances as per the unit described on the bid form.
10. Company representatives are to coordinate and pick up orders at Jackson Independent School according to the school lunch schedule. The number of deliveries per day will be determined by the Jackson Independent School Food Service Director.
11. This bid is for Pizzas that will be purchased by Jackson Independent School for the Period of August 8, 2018 – May 14, 2019. Delivery schedules will be arranged with the Jackson Independent School Food Service Director.
12. Delivery of pizzas must be made in insulated warming bags. Delivery shall be interpreted as meaning that the product shall be placed in the designated storage area as indicated by the individual cafeteria manager. Deliveries of foods are not to be made and will not be received on days when schools are closed due to inclement weather. Notification will be given to vendors when orders are picked up at the designated place of other days when food service personnel will not be available to receive shipments.
13. The successful bidder will be expected to have each delivery checked by the individual cafeteria manager and to leave **two copie**s (2) of the itemized delivery ticket with him/her. The bidder certifies that all deliveries will be made as required by the cafeteria manager.
14. The Jackson Independent School Food Services Director must be notified at **least 24 hours in advance** if a required delivery **cannot** be made as requested. If it is necessary to place the order with another vendor, the successful bidder will be billed for the amount paid over the bid price.
15. Bidders will be given notice of bid awards following the tabulation of all bids by Jackson Independent School.
16. If it should become necessary for the purchaser to make a long distance or toll call regarding complaints, adjustments, shortages, failure to deliver, etc., in connection with the contract, the vendor shall bear the expense for all such calls.
17. If a quotation is not made, the bid form must be marked, "No Bid" and returned with the reasons stated why a bid was not submitted. Otherwise the bidder's name will be removed from the mailing roster. If a quotation is not made for a particular group, the group should be marked "No Bid" or N/B".
18. Bidders are invited to attend the bid opening. They are also requested not to telephone for a tabulation as all bidders will be given a written notice following the award. Jackson Independent School reserves the right to reject any or all bids and to determine the quality of the product.
19. Any contract with an approved vendor may be mutually terminated by either party for just cause with a thirty day written notice. Jackson Independent School may terminate the contract if the successful vendor fails to perform at any level specified in the contract document and the successful contractor may terminate the contract if the school district fails to meet the specified payment terms.

    Each party shall follow the procedure outlines below if a contract is to be terminated:

    Step 1: Issue warning letter and outline violations and length of time to correct the problem.
    Step 2: Issue letter of intent to cancel contract if problem is not resolved by given date.
    Step 3: Issue letter to cancel contract.

Upon receipt of said determination the contractor shall make all good faith efforts to comply with all terms and conditions of the contract and to cure the breach. Alternatively, the contractor may submit a written statement admitting default in breach of the contract. At such time the contract shall be deemed immediately terminated and all rights and obligations there under shall be terminated.

Upon receipt of the contractor's admission of default and breach or upon the contractor's failure to cure said breach within five (5) working days of the written documentation, Jackson Independent School shall procure a substitute contractor which shall operate under the remainder of the existing contract breached by the contractor. The original contactor shall be liable for any and all excess costs incurred in the procurement of the substitute contactor.

20. The successful bidder must provide verification of proof of bonding for all employees.
21. The bidder will be notified of any shortages or other errors within two (2) working days following delivery. In the case of mislabeled product, notification will be made upon the opening of boxes and the determination of the situation.
22. Statements shall be issued to the Jackson Independent School District monthly and monthly payments shall be made from that office. The monthly account will close after the last delivery of each calendar month. The purchasing district will purchase any and all of the items awarded from the successful bidder during the period of time indicated in the bid invitation. Statements shall be submitted by the fourth of each month to the Jackson Independent School Food Service Director. Invoices received by the last day of the month will be processed at the next monthly district board meeting and paid by the last day of the following month (within 60 days).
23. Such criteria as taste, smell, color, texture, general appearance, and prior acceptance or rejection of the product by the student body are implied to be a continuation of the salient characteristics set forth in the item descriptions. The conclusions of the cooperative as to whether a proposed item meets these specifications shall be final unless they are clearly erroneous, arbitrary, capricious or contrary to law.
24. The successful bidder will maintain public liability insurance on all vehicles used in pizza deliveries and be responsible for all damage done while vehicles are on school property.
25. 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, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

    Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, 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: 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

This institution is an equal opportunity provider.

26. KRS 45A.455 prohibits conflicts of interest, gratuities, and kickbacks to employees of Jackson Independent School in connection with contracts for supplies or services whether such gratuities or kickbacks are direct or indirect.
27. Jackson Independent School shall offer open access to any books, documents, papers, and records of the contractor, which are directly pertinent to that aspect of the contract for the purpose of making audit, examinations, excerpts and transcripts.
28. All Contracts must comply with the Energy Policy and Conservation Act (PL 94-163); Provisions of the Occupational Safety and Health Act and the standards and regulations issued thereunder; Provisions of the Fair Labor Standards Act.
29. The designated supplier reciprocally agrees to provide total requirements as listed herein, thereby minimizing occurrences when a school district may have to seek other interim product sources.

    A successful bidder must have a proven (or believable) record of service, particularly with respect to delivering all items on a regularly scheduled basis, at favorable prices. A distributor may be designated as unacceptable if the requirements listed herein have been previously violated and/or or poor communications exist between the seller and the district.

    Modifications, additions, or changes to the terms and conditions of this Invitation to Bid may be a cause for rejection of a bid. Bidders are requested to submit all bids on Jackson Independent School's official forms. Bids submitted on company forms may be rejected.

30. Parties to this agreement are solely responsible for costs incurred in fulfilling obligations under this agreement unless otherwise provided in this agreement. No party shall have any claim against the other party for reimbursement of such costs, unless said costs are attributable to enforcing compliance under this agreement or seeking redress from the other party's default under this agreement.

31. Clean Air Act – The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§7401 et seq. The Contractor agrees to report each violation to the USDA and the appropriate EPA Regional Office.

32. Clean Water Act – The Contractor agrees to comply with all applicable standards, order or regulations issued pursuant to the Federal Water Pollution Control Act as amended (33 U.S.C.**§§** 1251 et seq. The Contract agrees to report each violation to the USDA and the appropriate EPA Regional Office.
33. Byrd Anti-Lobbying Amendments – The Contractor will comply with the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) and the New Restrictions on Lobbying and has signed and attached to the agreement the Certificate Regarding Lobbying and, if applicable, the Disclosure of Lobbying Activities (Forms SF-LLL) and annually will sign and submit a certificate, if applicable, Form SF-LLL to Jackson Independent School This form can be found at: http://www.gsa.gov/port/forums/download/116430.
34. COST REIMBURSABLE CONTRACTS
    - Allowable costs will be paid from the nonprofit school food service account to the contractor net of all discounts, rebates and other applicable credits accruing to or received by the contractor or any assignee under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the school food authority;
    - The contractor must separately identify for each cost submitted for payment to the school food authority the amount of that cost that is allowable (can be paid from the nonprofit school food service account) and the amount that is unallowable (cannot be paid from the nonprofit school food service account);
      Or
      The contractor must exclude all unallowable costs from its billing documents and certify that only allowable costs are submitted for payment and records have been established that maintain the visibility of unallowable costs, including directly associated costs in a manner suitable for contract cost determination and verification;
    - The contractor's determination of its allowable costs must be made in compliance with the applicable Departmental and Program regulations and Office of Management and Budget cost circulars;
    - The contractor must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. If approved by the State agency, the school food authority may permit the contractor to report this information on a less frequent basis than monthly, but no less frequently than annually;
    - The contractor must identify the method by which it will report discounts, rebates and other applicable credits allocable to the contract that are not reported prior to conclusion of the contract; and
    - The contractor must maintain documentation of costs and discounts, rebates and other applicable credits, and must furnish such documentation upon request to the school food authority, the State agency, or the Department.

    Prohibited expenditures. No expenditure may be made from the nonprofit school food service account for any cost resulting from a cost reimbursable contract that fails to include the requirements of this section, nor may any expenditure be made from the nonprofit school food service account that permits or results in the contractor receiving payments in excess of the contractor's actual, net allowable costs.

210.21-14: Buy American Provision

January 23, 2002

All State Directors
National School Lunch Program (NSLP)
School Breakfast Program (SBP)
Southeast Region

This Policy rescinds 210.21-08 “Buy American Requirement”

Section 104(d) of the William F. Gooding Child Nutrition Reauthorization Act of 1998 requires schools and institutions participating in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) in the contiguous United States to purchase, to the maximum extent practicable, domestic commodities or products for use in meals served under the NSLP and SBP. The legislation defines “domestic commodity or product” as one that is produced in the United States and is processed in the United States substantially using agricultural commodities that are produced in the United States. The report accompanying the legislation stipulated that “substantially” means over 51 percent of the final processed product consists of agricultural commodities that were grown domestically. Regulations implementing these requirements were published on September 20, 1999. Nevertheless, the domestic food industry continues to express concerns that program funds are being used to purchase foreign agricultural products. In response to this concern, report language accompanying the Agricultural Appropriations Act for Fiscal Year 2002 requires the Department to report to Congress on its activities directed toward enforcing the buy American provision. Therefore, we are writing this memo to reiterate the requirement of the “Buy American” provision of the law.

Given the importance that Congress attaches to the “Buy American” provision and the role this provision plays in helping to stabilize the American agricultural economy, it is essential that local operators understand the need to ensure that all purchases of agricultural commodities and food products comply with this statutory provision. The provision should be included in bid specifications to ensure compliance. Local operators must also be aware that, as a result of explicit language also contained in the report noted above, this provision now applies to all funds in the food service account and not just to Federal reimbursement. Please ensure that all local operators are aware of their responsibilities in this respect.

CHARLIE SIMMONS
Regional Director
Special Nutrition Programs

PIZZA SPECIFICATIONS

1. This bid is for the following products:

   a. Large size, pie shaped pan or thick **whole grain crust**, pepperoni, 100% real part- skim milk cheese, and tomato sauce pizza.

   b. Large size, pie shaped pan or thick **whole grain crust**, sausage, 100% real part- skim milk cheese, and tomato sauce pizza.

   c. Large size, pie shaped pan or thick **whole grain crust**, cheese, 100% real part-skim milk cheese, and tomato sauce pizza.

2. Each pizza slice **must** meet the **Meal Pattern Guidelines** for the bread/bread alternate and meat/meat alternate components of the National School Lunch Program.
   Those requirements are:

Bread/bread alternate	**70.9 grams or 2.5 ounces**
Meat/meat alternate	**2 ounces cooked**

   This information must be provided with the bid or the bid may be rejected.

   ****** For the purpose of this bid, pepperoni does not count as a contribution to the meat component. Each slice of pizza must have 2 oz of cheese per slice to meet the Meal Pattern Guidelines.**

3. A nutritional analysis for individual slice must be provided with bid.

4. Each full pizza must be cut individually and packaged for delivery so as to ensure the pizza(s) will remain hot until served.

5. Each full pizza must be cut in equal pie shaped slices.

6. Each district will provide a list of planned dates when school will not be in session. If school is s close for some unforeseen reason such as inclement weather no delivery should be made and no cost will be incurred.

7. Ordering will be done by the cafeteria manager or Food Service Director the week before delivery. Time of deliveries to be determined in accordance with lunch hours and should be set by the Food Service Director. Jackson Independent School will develop a delivery schedule with the company awarded the contract.

8. Pizza delivery may be changed to other and/or additional days if agreeable to both parties.

9. The delivery person must have a delivery statement showing how many pizzas of what type were delivered and the date of delivery. To be processed for payments, that statement must be initialed by the manager or her designee. A copy of the delivery statement must be left with the cafeteria manager.

10. The Food Service Director has an opportunity to request and sample pizza throughout the year to evaluate the quality and to determine if pizza meets the Meal Pattern Guidelines.

JACKSON INDEPENDENT SCHOOL
QUARTERLY PERFORMANCE REPORT

Pizza Vendor

District_____ Name_____

Vendor_____ Period of Survey_____

5	4	3	2	1	N/A
Excellent No Problems	**Very Good** Problems Occur rarely	**Acceptable** Problems Occur Occasionally	**Poor** Problems Occur Frequently	**Unacceptable** Problems Occur Daily	Not Applicable

1. Overall fill rates are:	5	4	3	2	1	N/A
2. Emergency orders are filled in a timely manner:	5	4	3	2	1	N/A
3. Quantities received match quantities ordered:	5	4	3	2	1	N/A
4. Deliveries arrive within agreed upon time window:	5	4	3	2	1	N/A
5. Rate overall product quality:	5	4	3	2	1	N/A
6. Rate overall service:	5	4	3	2	1	N/A
7. Provides accurate accounting practices:	5	4	3	2	1	N/A

Additional Comments and Concerns:

Vendor Name: _____

Jackson Independent School

Restaurant Pizza Bid

August 8, 2018 – May 14, 2019

14"Large Size Pan or Thick Crust Pizza – Prepared and Baked

	Pepperoni Pizza	Sausage Pizza	Cheese Pizza
Cost to school per pizza	_____	_____	_____
Cost to school per slice	_____	_____	_____

List statistics for one large size pan or thick crust pizza - prepared and baked:

	Pepperoni Pizza	Sausage Pizza	Cheese Pizza
diameter of pie			
total weight of dough			
total amount of sauce			
total weight of meat			
total weight of cheese			
number of pie shaped slices (per pizza)			

I hereby agree that the above price is firm for the length of the bid period and included preparation, delivery and all other charges, executive of any taxes, including by not limited to, Kentucky Sales Tax.

I assure that only 100% real part-skim milk cheese will be used on any pizza delivered under this agreement and that the above weights and measures will be consistent with any pizza delivered under this agreement.

I understand that the participating Boards of Education received federal reimbursement for each served meal meeting the specified meal pattern. I agree to hold the Board harmless from any loss of reimbursement caused by a failure of the delivered pizza slice to meet those guidelines.

_____ _____

Signature Printed/typed name

Company address: _____

_____

Phone number : _____

BID SUBMISSION CHECKLIST
RESTAURANT PIZZA

- Statement of Submission (page 1)
- Authentication of Bid and Statement of Non-Conflict of Interest (2)
- Proposal Certification and Certification of Debarment and Suspension (pg 3)
- Copy of your company's Standard Operating Procedures (SOP) HACCP Regulations (pg 3)
- Nutritional information for each item you are bidding on (pg 3)
- Provide vertification of proof of bonding for employees (pg 6)
- Disclosure of Lobbying Activities (pg 4)
- Provide pricing for each item your company is bidding on (pg 14)
- Bid must arrive at our office prior to the deadline posted on Bid. Failure to do so, will deem your bid ineligible.