

CENTRAL VALLEY BUYING GROUP RFP

Attention: Bid Specialist

Central Valley Buying Group are currently seeking proposals for pricing and services regarding, groceries, produce, paper products and chemical products. The current proposal period will cover July 1, 2017 thru June 30, 2018. You are invited to submit a proposal for the services outlined in the bid document which is located on the Washington Unified Website Request for Proposal.

Proposals are due on or before ~~Friday July 14, 2017~~ at 10:00 a.m. at the location specified on the enclosed request for proposal. Please read carefully the attached RFP for additional information.

If a product is listed as an alternate to the specified brand and/or product the specific brand and manufacturer's product code must be listed on the price forms, otherwise the product will be assumed to be as stated.

Child Nutrition Labels and Product Formulation Sheets should be provided whenever possible for any consumable products.

Please bid as close to listed products as possible.

The award of the contract will be made in a timely manner. All bidders will be notified of awards. All awards can be based on a line by line basis or all-inclusive. Serviceability, to the Central Valley Buying Group Members will also be considered.

Please refer any questions or comments regarding this proposal to Suzanne Dias, Washington Unified School District, Director of Food Services 559-485-8805 ext. 550

Sincerely

Suzanne Dias

Washington Unified School District

7950 South Elm Ave.

Fresno Ca 93706

Central Valley Buying Group
REQUEST FOR PROPOSALS FOR FROZEN, DRY, PAPER, AND CHEMICALS
PROCEDURES

All required information for a complete proposal shall be mailed or delivered to:

Washington Unified School District

7950 South Elm Ave.

Fresno Ca 93706

Attention: Suzanne Dias Director of Food Services

1. Proposals are due on or before **1:00 p.m., on Thursday June 15th, 2017**, and will be opened and read on this date AT THIS TIME. The award will be determined at a later date. All bidders will be notified of award via bid recap either by e-mail or regular mail.
2. Any proposals received after the scheduled closing time for receipt will not be accepted and will be returned unopened
3. Refer questions regarding proposal to: Suzanne Dias
Washington Unified School District
559-485-8805 ext. 550
4. Proposals must be submitted in ink or typewritten.
5. Proposals must be signed in ink by responsible officer or employee fully authorized to bind the organization to the terms and conditions herein. Obligations assumed by such signature must be fulfilled.
6. Corrections made of entries on the proposal must be initialed in ink by the same person who signs the form for the Distributor.
7. All quoted prices must be delivered price, F.O.B. individual school district locations as on the District Fact Sheet attached. No surcharges will be accepted.
8. Distributors will list all discounts and payment options available.

9. A distributor may withdraw a proposal by letter or in person prior to the time designed for opening. Proposals may not be withdrawn after the start of the opening.
10. A distributor is required to complete the attached Suspension and Debarment Certification Statement and the Certification Regarding Lobbying form and , if the distributor/contractor Responds positively to Item2 of the Certification Regarding Lobbying statement, the Disclosure of Lobbying Activities form must also be submitted per California Department Of Education requirements. These forms must be completed and returned with the Price Proposal Form in order to be considered a complete proposal.
11. All items must be made in America as per the National School Lunch requirements

INSTRUCTIONS AND GENERAL CONDITIONS:

A SUBSTITUTIONS AND SAMPLES

All items quoted must conform to the specifications set forth in these proposal documents. Schools listed reserve the right to reject all proposals that do not conform to the specifications. Any product substituted for any specific bid item, shall carry the same cost for bid item substituted.

B. PRICES:

All prices must be delivered price. F.O.B. Prices should be quoted independent of other line items. Terms for Lead Times, Non Stock Items and price change notifications should be defined clearly when responding to RFP. Lead Time and Non Stock Item instructions should be defined next to said items identified on RFP spreadsheets. Any price changes during the year will require written and e-mail notifications to WUSD and sdias@wusd.ws of said price changes.

C. ORDERS

Orders shall be issued directly to the distributor by participating school districts. Any liability created by and order issued against this agreement shall be the sole responsibility of the participating school district placing the order. Orders shall be placed, as product, as product is needed. If any product order requires advance ordering or any special handling, the procedure must be clearly noted on the price proposal forms.

D. DELIVERIES

Distributors will be required to transport all items to above listed parties destinations and all districts members of the Central Valley Buying Group.

E. INVOICES

Distributors are required to provide invoices upon delivery. Invoices will be in the name of the school district ordering the product. The invoice shall contain the following: purchase order number (if applicable), item number and description quantity, unit price and extended total costs. Failure to provide this information may result in delayed payment.

F. AWARDS

All awards will be based on line-by-line total and serviceability to above listed entities. This is only a request for proposal and any condition concerning bids does not apply.

The Central Valley Buying Group reserves the right to accept or reject any or all proposals without explanation or recourse. Central Valley Buying Group represented by (Suzanne Dias) will be the sole judge of merit and not necessarily accept the lowest bid proposal. Price offered, service and quality of items will also be considered in making a decision.

G. HOLD HARMLESS

The distributor shall save, defend, hold harmless and indemnify the district against any and all liability, claim, and costs of whatsoever kind and nature for injury to or death of any person and for loss or damage to any property occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operations, or performance under the terms of this contract, resulting in whole or in part from the negligent acts or omissions of distributor, and subcontractor, or any employee, agent, or representative of distributor and/or subcontractor.

H. NO MINIMUM OR MAXIMUM QUANTITIES, ORDER CHARGES, OR LIMITATIONS UPON NUMBER OF ORDERS

The Central Valley Buying Group anticipate contract term requirements for the supplies as listed in the number of quantities shown on the bid form. However, it does not guarantee orders in these amounts nor shall be required to limit its order to only those figures. This is an indefinite quantity request for proposal with good faith estimates shown. Distributors shall not specify minimum or maximum quantities or charges for specific order types.

I. DEFAULT

If the distributor fails or neglects to furnish or deliver any of the materials, supplies or services listed herein at the prices named and at the time and places stated or otherwise fails or neglects to comply with the terms of the contract in its entirety, the schools listed may, at their sole discretion, cancel this agreement in whole or in part and enter into a new agreement for the same items in such a manner as seems to be the best advantage for respective district.

J. GOOD FAITH AGREEMENT

It is the intent of Central Valley Buying Group to take action on the services that result from the award of this Request for Proposal in an honest and trustworthy manner. All parties shall work in good faith to reach a mutually agreeable conclusion should discord arise, without the need for an arbitrator.

Specifications and price proposal forms are attached.

Central Valley Buying Group

Please complete the following and return on or before **Thursday June 15, 2017 at 10:00 a.m.**

to Washington Unified School District 7950 South Elm Ave. Fresno Ca 93706
Attention: Suzanne Dias

Prices quoted firm for July 1, 2017 through June 30, 2018

1. All deliveries will be made in trucks, at a constant temperature so as to ensure the integrity of the product delivered.

Yes _____ No _____

2. Outline discount terms:

3. Is there a minimum order required per each delivery _____?

If so please explain: _____

4. Distributor must complete the attached *Suspension and Debarment Certification* and *Certification Regarding Lobbying* and submit both with this proposal in order to be considered (Refer to Item 11 in Procedures section.)

SIGNATURE _____

NAME & TITLE OF PREPARER _____

COMPANY _____

ADDRESS _____

DATE _____

CENTRAL VALLEY BUYING GROUP MEMBERS

2017-2018

Alpaugh Unified

Amanda Dias

559-949-8413

adias@alpaugh.k12.ca.us

Alta Vista elementary School

Irma Ramirez

559-782-5700

iramirez@altavistaesd.org

Burton School District

Suzanne Hatwig

559-782-5948

shatwig@burtonschools.org

Cutler –Orosi School District

Bryan Miller

559-528-4763

BMiller@cojUSD.org

Terra Bella Schools – Carl Smith

Faye Empleo

559-535-4451 ext.1317

coempleo@hotmail.com

Coalinga – Huron Unified

Chris Kuchman

559-935-7625

ckuchman@chusd.k12.ca.us

Sierra USD

Kim Engleman 559-3662 ext.5

kengleman@sierrausd.org

West Park Elementary

Rosa Diaz

559-233-6501

rosa_d@wpesd.org

Plainsburg Elementary

Denise Penrod

209-389-4707

dpenrod@plainsburg.k12.ca.us

Kerman Unified

Doug Clayton

559-842-2101

Doug.clayton@kermanusd.com

El Nido Elementary

Sergio Salas

209-385-8420

ssalas@elnido.k12.ca.us

Monore Elementary

Sharon Helm

559-288-0243

rshelm@att.net

Caruthers Unified

Tracy Bratton

559-495-6438

tbratton@caruthers.k12.ca.us

Kings River School

Dan Riehl

559-897-2878

dreihl@krusd.org

Fowler Unified School District

Richard Andrews

559-834-6191

randrews@fowlerusd.org

West Side Elementary

Estela Hernandez

559-884-2493

ehernandez93624@yahoo.com

Pineridge Elementary School

Marina Redfern

mredfern@prsattlers.org

Traver Elementary

Patty Brehm

559-908-4675

plewis@traversd.com

Corcoran Schools

Terri Thomas

tthomas@corcoranunified.com

Kit Carson School

Jessica Wright

jwright@kitcarsonschool.com

Washington Unified School District

7950 South Elm Ave.

Suzanne Dias

sdias@wusd.ws