



Request For Bid (RFB)

Boone County Purchasing
601 E. Walnut, 2nd Floor
Columbia, MO 65201

Marlene Ridgway, Buyer
573/886-4392 - FAX 573/886-4390
Email: mridgway@boonecountymo.org

Bid Data

Bid Number: 41-13AUG02
Commodity Title: Food Products and Kitchen Supplies Term and Supply

DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT

Bid Submission Address and Deadline

Day / Date: TUESDAY – AUGUST 13, 2002
Time: 1:25 P.M. (Bids received after this time will be returned unopened)
Location / Mail Address: **Boone County Purchasing Department
Boone County Johnson Building
601 E. Walnut, 2nd Floor
Columbia, MO 65201**

Directions: The Johnson Building is located on the Northeast corner at 6th St. and Walnut St. Enter the building from the East Side. Wheel chair accessible entrance is available on the West side of the building.

Bid Opening

Day / Date: TUESDAY – AUGUST 13, 2002
Time: 1:30 P.M.
Location / Address: **Boone County Johnson Building Conference Room
601 E. Walnut, 2nd Floor
Columbia, MO 65201**

Bid Contents

- 1.0: **Introduction and General Terms and Conditions of Bidding**
- 2.0: **Primary Specifications**
- 3.0: **Response Presentation and Review
Attachment A & B**
- 4.0: **Response Form
Standard Terms and Conditions**

Please note the Date and Time for the Pre-Bid Conference per Section 2.3.

1. Introduction and General Conditions of Bidding

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses which offer to provide the goods and/or services identified on the title page and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:
Purchasing - The Purchasing Department, including its Purchasing Director and staff.
Department/s or Office/s - The County Department/s or Office/s for which this Bid is prepared, and which will be the end user/s of the goods and/or services sought.
Designee - The County employee/s assigned as your primary contact/s for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.
Bidder - Any business entity submitting a response to this Bid. Suppliers which may be invited to respond or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.
Contractor - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.
Supplier - All business/s entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. An "Invitation For Quote" is used when the need is well defined. An "Invitation For Proposal" is used when the County will consider solutions which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, preferably by fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidders failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder/s whose offer/s provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County.
- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
1) the provisions of the Contract (as it may be amended);
2) the provisions of the Bid;
3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** - Any Term and Supply Contract resulting from this Bid will have an initial term as identified in Section 2, but may be automatically renewed for an additional four (4) years unless canceled by either party commencing with execution of Contract (or on another mutually agreeable start date.)
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

2. Primary Specifications

- 2.1. **ITEMS TO BE PROVIDED** – For a Term and Supply contract for the furnishing and delivery of Food Products to include dairy, meat, fish, frozen foods, canned and dry food, produce and kitchen supplies to the Boone County Jail and the Boone County .
 - 2.1.1. **SCOPE OF WORK** – The Boone County Sheriff's department provides three meals a day for approximately 190 inmates. Two weekly menus that will be rotated at the Sheriff's department are attached as Attachment A and B. The Juvenile Justice Center provides three meals a day for approximately 27 juveniles.
- 2.2. **CONTRACT TERMS** - The first contract period shall be from the date of issuance through March 31, 2003. This contract is subject to renewal annually, for four (4) additional one-year periods following expiration of the first contract period.
 - 2.2.1. **Contract Extension** - The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of 6 months from the date of termination if it is deemed to be in the best interest of Boone County.
 - 2.2.2. **Contract Documents** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
- 2.3. **PRE-BID CONFERENCE** – A pre-bid conference will be held on Wednesday, July 31, 2002, at 9:00 a.m., at the Boone County Sheriff's Department, 2121 County Rd, Conference Room, Columbia, MO.
 - 2.3.1. All potential bidders are encouraged to attend this conference in order to ask questions and provide comments on the Request for Bid. Attendance is not mandatory to submit a response; however, bidders are encouraged to attend since information relating to this RFB will be discussed in detail. Bidders should bring a copy of the RFB since it will be used as the agenda for the pre-bid conference.
 - 2.3.2. Bidders are strongly encouraged to advise the Purchasing Department of Boone County within five (5) days of the scheduled pre-bid conference/site visit of any special accommodations needed for disabled personnel who will be attending the conference so that these accommodations can be made.
- 2.4. **ESTIMATED QUANTITY** - The County estimates that approximately \$195,000 will be budgeted in the Food line item of the 2002 Boone County Budget. The County further estimates that approximately 95% of this budget will be expended with the successful bidder. The County reserves the right to purchase food products from other vendors when the County deems the purchase necessary.
- 2.5. **BIDDER'S SUBMITTAL**
 - 2.5.1. **Price** – All prices shall be firm and as indicated in Section 4. The County shall not pay nor be liable for any other additional costs including but not limited to taxes, shipping charges, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc.
 - 2.5.2. **Unit of Measure** – If the unit of measure specified on the attached pricing pages is different than the manner in which the bidder offers that item, the unit of measure being proposed by the bidder must be clearly identified on the pricing page.
 - 2.5.3. In the cost evaluation a unit price conversion will be done to fairly evaluate bid prices. However, for any resulting contract, the unit of measure bid will be the unit of measure awarded. Bidders are encouraged to contact the buyer **prior** to submission of their bid to discuss anticipated unit modifications. The bidder is cautioned that the County reserves the right to clarify the unit of measure modification or to disqualify the bid for that line item if the unit of measure modification is not deemed appropriate or in the best interest of the County.
 - 2.5.4. **Alternate Items** - Vendor may offer alternate items, grades and/or packs if the alternate is clearly indicated on the bid sheet. Vendor may bid more than one product for an item.
- 2.6. **PRICING FOR PRODUCE** -
 - 2.6.1. Vendor will document the weekly publicly published prices for each month and have them available for auditing purposes. Bidders is to submit percentage markup for produce as listed in Section 4
 - 2.6.2. Vendor will fax weekly prices and availability to each product by the day agreed upon with each facility. The facility will place their orders for the week with the vendor by a day agreed upon.

2. **Primary Specifications (cont.)**

2.7. **GENERAL REQUIREMENTS**

- 2.7.1. The Contractor must furnish USDA with a copy of product specifications for all items requiring a USDA certificate of quality and condition.
- 2.7.2. The Contractor must provide to the County a certificate of quality assurance on all items not requiring a USDA certificate of quality and condition.
- 2.7.3. The products provided under contract must be graded and stamped, if applicable.
- 2.7.4. Items placed in glass containers will not be accepted and must be replaced.
- 2.7.5. The Contractor shall be required to deliver per the bid specifications.
- 2.7.6. Boone County will not accept bent cans, crushed cartons or any damaged merchandise.
- 2.7.7. Contractor must not set any minimum ordering limits for delivery.
- 2.7.8. **Usage Reporting** – The integrity of future contracts revolve around our ability to keep accurate and realistic information to all interested bidders. The successful vendor must furnish a report after each three (3) month period detailing the purchasing of all items and bid pricing from this contract per location delivered. This report must be filed within 30 days of each reporting period ending. The first report due for this contract period will be due on January 1, 2003. Any contractor in default of this requirement may be precluded from bidding on any future requirements.
- 2.7.9. **Inspection Report** – Each bidder must submit a copy of its latest State Board of Health plant inspection report with this bid. The successful bidder will submit copies or reports from all subsequent state board of health plant inspections performed during contract period.
- 2.7.10. **Quality** –All products prepared and handled must meet the State of Missouri Board of Health requirements and are subject to inspection by said department.
- 2.7.11. All products awarded hereunder and delivered to the County shall be subject to inspection for compliance to the applicable specification.
- 2.7.12. **Samples** - Boone County reserves the right to request samples after bids are opened and before the award is made. When samples are called for, they must be furnished free of expense and if not destroyed in testing will, upon request, be returned at the bidder's expense. Each individual sample must be labeled with the bidder's name and manufacturer's brand name and number.

2.8. **CANNED AND DRY FOODS**

- 2.8.1. Boone County reserves the right to require an official USDA inspection should the County question the grade or drained weight of any product provided hereunder. If the product inspection shows that the product does not comply with the specification, all costs of the inspection shall be borne by the contractor, and the contractor shall replace the product at no additional cost to the County. If the product inspection shows that the product meets the specification, all cost of the inspection shall be borne by the County.
- 2.8.2. Spices must be packaged in heat sealed plastic bags or plastic containers. Packaging in ziploc bags shall be unacceptable.
Processed fruits and vegetables shall be of the latest season's pack, and in no case shall product be shipped that was packed more than 12 months prior to delivery of the County of Boone. Certificates must be dated and issued within nine months prior to the date of shipment.
The contractor is advised that rim or seam dents are unacceptable and will be refused. Furthermore, the contractor shall replace any item received in damaged or unacceptable condition at no cost to the County. All cases of product requiring the USDA certificate of quality and condition must bear a facsimile of the USDA "Officially Sampled" stamp.

2. Primary Specifications (cont.)

2.9. DAIRY AND EGGS

- 2.9.1. All milk shall be fluid, Grade A, pasteurized, homogenized in disposable containers to meet the State of Missouri Board of Health regulations.
- 2.9.2. Fresh dairy shall be delivered in crates at a maximum temperature of 45 degrees. The interior and the exterior of the crate shall be clean and sanitary. Cases, crates, and cartons must be packed, layered, and or stacked so as to prevent soiling or damage to each layer of cartons/containers. Dairy shall be placed in milk coolers or a refrigerated area designated by the County. If coolers are inoperable at the time of delivery, the vendor shall make appropriate arrangements (such as providing sufficient ice and containers) to hold the milk at 45 degrees until coolers can be repaired or replaced. Milk and ice shall be placed and designated by the County.
- 2.9.3. All shell eggs provided hereunder must have either a USDA certificate, or a Missouri state inspection certificate or stamp. No delivery of fresh eggs shall be accepted unless it has been graded and stamped no more than twenty-one (21) calendar days prior to delivery, but as near the delivery date as possible. The date appearing on the grade stamp and on the certificate will indicate whether or not the product was inspected within the time limits required.

2.10. MEAT

- 2.10.1. All meat provided hereunder must be USDA inspected and comply with USDA meat certification branch specifications as applicable.
- 2.10.2. The contractor shall not deliver any product that has been rejected by other purchasing entities (i.e. National School Lunch Program)
- 2.10.3. Unless otherwise specified all beef and pork items shall be handled, packaged and packed according to the IMPS General Requirements.
- 2.10.4. "Freezer Storage" – when the county does not specify a maximum length of freezer storage prior to delivery, beef, lamb, veal, poultry and pork must remain in the frozen state no longer than 150 days from the date the product was packed.
- 2.10.5. Ground, diced, portion cut product and sausage items must remain in the frozen state no longer than 90 days from the date the product was packed.
- 2.10.6. "Expiration dates" or "sell by" dates of packaged meat and meat products shall be adhered to and shall not be certified by USDA Agricultural Marketing Service (AMS) if the date is expired.
- 2.10.7. Meat items shall contain no soy products or other additives unless specifically allowed in the specification.
- 2.10.8. All poultry products shall contain no other type of meat except that specifically stated in the specification.
- 2.10.9. Raw meat will not be shipped on top of other food items.
- 2.10.10. Raw meat will be packed in a manner to prevent leakage.
- 2.10.11. All meat and meat products must be free of freezer drying, damage or burn.
- 2.10.12. All meat items must be uniform in shape (tube or square) to allow ease of cutting in mechanical slicer if not already sliced. IF MEAT IS PRE-SLICED, IT MUST BE NEATLY STACKED IN GROUPS IN ORDER TO BE EASILY HANDLED. All meat items are to be delivered hard frozen unless otherwise instructed by the Food Service Department.

2.11. Frozen

- 2.11.1. Food items shall be packaged in a manner to prevent freezer burn.

2.12. Produce

- 2.12.1. U. S. Fancy, and U.S. No. 1 fresh fruits and vegetables. Visual inspection should be conducted by vendor to eliminate fruits and vegetables that exhibit a perishable nature. The condition of the product at the time of delivery should equal the grade requested.
- 2.12.2. Fruits bearing excessive residues from insecticide sprays or dusts are considered adulterated and will not be accepted.

2. **Primary Specifications (cont.)**

- 2.13. **Bread and Bakery products**
Day old bread is acceptable.

- 2.14. **Kitchen Supplies**
Bidder will be requested to respond to identified items that are regularly purchased in Section 4. Bidder will also be requested to provide a percentage discount off catalog price for all kitchen equipment and supplies that they distribute that may be purchased within the contract period.
Bidder should include in response package any descriptive product literature for proposed service and products.

- 2.15. **ADD ALTERNATE**
A response is requested, if applicable, for a conveyor toaster for the Boone County Sheriff's department. Complete specifications and response price is in Section 4.16.
- 2.16. **PRODUCT SUBSTITUTION** – All items delivered during the life of the contract shall be of the same type and manufacturer as specified or accepted as part of the bid proposal unless specific approval is given by the Purchasing Department. Substitutions may require the submission of written specifications and product evaluation prior to any approvals being granted.

- 2.17. **ORDERING PROCEDURE** – Successful bidders are required to have either a local telephone number or a toll free number. The County is responsible for placing their orders and may be accomplished by written order, telephone, fax or computer on-line systems.
- 2.17.1. **Backorders** – It is the responsibility of the vendor to notify the ordering agency regarding any back orders prior to delivery of the ordered items. All back orders must be delivered within 5 days of notification.
- 2.17.2. Additional items may be identified after the contract is established that would fall under the scope of work. The County reserves the right to add products to the contractual agreement with the approval of the successful vendor.

- 2.18. **INSPECTION** – Upon delivery, all products shall be subject to inspection by an authorized representative of the County. If product is found defective or if it in any way fails to meet the specifications as indicated in this proposal, it may be rejected. The decision of the Purchasing Department will be final.

- 2.19. **DELIVERIES** – Food products shall be delivered to the Boone County Sheriff's Department on a Monday and a Thursday each week between 4:30 a.m. and 7:00 a.m. unless otherwise arranged by the department. Deliveries to the Juvenile Justice center shall be delivered between 7:00 a.m. and 10:00 a.m. Monday through Friday.
- 2.19.1. The successful vendor shall provide reasonable service for emergencies. Route schedules shall be furnished to County. Vendor will be notified within forty-eight hours of any changes in schedule.
- 2.19.2. **Delivery invoices** – Delivery invoices must be signed by authorized personnel. Acceptance of goods received shall not necessarily verify invoice accuracy.
- 2.19.3. **Delivery Terms** - FOB Destination Inside Delivery – Boone County Sheriff's Department, 2121 County Dr, Columbia, MO 65202 and the Juvenile Justice Center 5665 N. Roger Wilson Memorial Drive Columbia, MO 65202.

2. Primary Specifications (cont.)

- 2.20. **CONTRACTOR'S INSURANCE:**
- 2.20.1. **Insurance Requirements** - The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and the County has approved such insurance. All policies shall be in amounts, form and companies satisfactory to the County.
- 2.20.2. **Compensation Insurance** - The Contractor shall take out and maintain during the life of this contract, Employee's Liability and Worker's Compensation Insurance for all of their employees employed at the site of work. In case any class of employees engaged in hazardous work under this contract at the site of the work is not protected under the Worker's Compensation Statute, the Contractor shall provide Employee's Liability Insurance for the protections of their employees not otherwise protected.
- 2.20.3. **Comprehensive General Liability Insurance** - The Contractor shall take out and maintain during the life of this contract, such comprehensive general liability insurance as shall protect them from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.
- 2.20.4. **Insurance Certifications** - The Contractor shall furnish the County with Certificate(s) of Insurance which name the County as additional insured in an amount as required in this contract and requiring a thirty (30) day mandatory cancellation notice. In addition, such insurance shall be on an occurrence basis and shall remain in effect until such time as the County has made final acceptance of the project.
- 2.21. **INDEMNITY AGREEMENT** - To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, agents, and employees from and against all claims arising by reason of any act or failure to act, negligent or otherwise, of Contractor, (meaning anyone, including but not limited to consultants having a contract with Contractor or subcontractor for part of the services), of anyone directly or indirectly employed by Contractor, or of anyone for whose acts the Contractor may be liable, in connection with providing these services. This provision does not, however, require Contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.
- 2.22. **NON-PERFORMANCE** - In the event the vendor does not fulfill its obligations under the terms and conditions of this contract, the ordering agency may purchase equivalent product on the open market. Any difference in cost between the contract prices herein and the price of open market product shall be the responsibility of the vendor. Under no circumstances shall monies be due the vendor in the event open market products can be obtained below contract cost. Any monies charged to the vendor may be deducted from an open invoice.
- 2.23. **FORCE MAJEURE** - Neither the vendor nor the ordering agency shall be held liable for non-performance under the terms and conditions of this contract due, but no limited to, government restriction, strike, flood, fire, or unforeseen catastrophe beyond either party's control. Each party shall notify the other in writing of any situation that may prevent performance under the terms and conditions of this contract.
- 2.24. **DEVIATIONS** - Bidders may elect to take minor exception to the terms and conditions of this request for bid. The Purchasing Department shall evaluate each exception according to the intent of the terms and conditions contained herein, but the Purchasing Department must reject exceptions that do not conform to state bid law and/or create inequality in the treatment of bidders. Exceptions shall be considered only if they are submitted with the bid or before the date and time of the bid opening.

2. **Primary Specifications (cont.)**

- 2.25. **DETERMINATION FOR AWARD**
- 2.25.1. Award of contract shall be made to the lowest priced responsive bidder for each category in Section 4. Bidders are encouraged to respond to every item in applicable categories. The County reserves the right to reject any bid which is determined unacceptable for reasons which may include but are not necessarily limited to: 1) failure of the bidder to meet mandatory general performance specifications; and/or 2) failure of the bidder to meet mandatory technical specifications; and/or 3) receipt of any information, from any source, regarding delivery of unsatisfactory product or service by the bidder within the past five years. As deemed in its best interests, the County reserves the right to clarify any and all portions of any bidder's offer.
- 2.26. **BILLING AND PAYMENT** – Payments will be made within 30 days of receipt of a correct invoice and correct material. Invoices shall be submitted to the Boone County Sheriff's Department, 2121 County Dr, Columbia, MO 65202 and the Juvenile Justice Center 5665 N. Roger Wilson Memorial Drive Columbia, MO 65202.
- 2.26.1 Vendor will supply an itemized invoice each week to each facility showing the discounted pricing. Designated person at each facility must check pricing before issuing payment each month.
- 2.27. **TERMINATION** – The Boone County Purchasing Department reserves the right to terminate the contract at any time, for the convenience of the County, without penalty or recourse, by giving written notice to the contractor at least thirty (30) calendar days prior to the effective date of such termination. The contractor shall be entitled to receive just and equitable compensation for services and/or supplies delivered to and accepted by the County pursuant to the contract prior to the effective date of termination.
- 2.28. **DESIGNEE** – Boone County Sheriff's Department, 2121 County Dr, Columbia, MO 65202 and the Juvenile Justice Center 5665 N. Roger Wilson Memorial Drive Columbia, MO 65202
- 2.28.1. **Bid Content Contact** – Marlene Ridgway, Buyer – 601 E. Walnut, 2nd Floor, Columbia, MO 65201 (573) 886-4392, Fax Number (573) 886-4390, email mridgway@boonecountymo.org. Communication should be received at least ten calendar days prior to the official bid opening date.

3. Response Presentation and Review

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, Bidder must submit Response in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. The County is not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
 - 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, **three (3) complete copies** of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
 - 3.2.2. **Advice of Award** - If you wish to be advised of the outcome of this Bid, enclose with your Response a self-addressed stamped return envelope (size 10, first-class one-ounce postage) for our use in mailing a copy of the summary recap of the award. Notification will be by mail only, except to awarded Bidder. Bid results may also be viewed on our web page www.showmeboone.com.
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening", all Responses will be opened in public. Brief summary information from each will be read aloud, and any person present will be allowed, under supervision, to scan any Response.
 - 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** - The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
 - 3.4.1. **Rejection or Correction of Responses** - The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** - The County's sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
 - 3.5.1. **Method of Evaluation** - The County will evaluate submitted Responses in relation to all aspects of this Bid.
 - 3.5.2. **Acceptability** - The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
 - 3.5.3. **Endurance of Pricing** - Bidder's pricing must be held until contract execution or 60 days, whichever comes first.

WEEKLY MENU WEEK 1

	Breakfast	Lunch	Dinner	
<u>MONDAY</u>	1 PK MARGARINE HOT CEREAL SS BANNANA MUFFIN FRESH FRUIT 1PC COFFEE/MILK	1 PK TACO SAUCE BURRITOS X 2 NACHO CHIPS SS CHEESE SAUCE SS SALAD SS CRACKERS 1 PKG MIXED FRUIT SS	CORNED BEEF & CABBAGE BUTTERED POTATOES CORN BREAD 1 PC CAKE 1 PC	
<u>TUESDAY</u>	1 PK SYRUP FRENCH TOAST STICKS X 4 SAUSAGE PATTY COLD CEREAL SS GRAPEFRUIT JUICE SS COFFEE/MILK	1 PK MAYO TURKEY/SWISS ON RYE LETTUCE TOMATO POTATO CHIPS SS FRUIT PUNCH SS	SPAGHETTI & MEATBALLS BROCCOLI/CAULIFLOWER TEXAS TOAST 1 PC PUDDING SS	
<u>WEDNESDAY</u>	1 PK MARGARINE CREAM OF WHEAT SS TOAST X 2 CANNED FRUIT SS PINAPPLE JUICE SS COFFEE/MILK	HOT ROAST BEEF MASHED POTATOES GRAVY GREEN BEANS SS BREAD X 2 SHAPE UP X 1	BEAN & FRANK CASSEROLE CORN BREAD 1 PC FRENCH FRIES SS CARROTS SS CHOCOLATE MILK	
<u>THURSDAY</u>	1 PK JELLY/MARGERIN SCRAMBLED EGGS SS HASH BROWN X 1 BISCUIT X 1 ¼ FRESH GRAPEFRUIT COFFEE/MILK	1 PK MAYO BAKED CHICKEN BREAST SANDWICH X 1 PICKLE SPEARS X 3 PASTA SALAD SS FRUIT PIE 1 PC	1 PK TARTER SAUCE 1 PK MARG/SOUR CREAM FISH NUGGETS X 4 BAKED POTATO X 1 MIXED VEG SS BREAD X 1 CHOCOLATE MILK	
<u>FRIDAY</u>	1 PK JELLY/MARGERINE GRITS SS TOAST X 2 ORANGE JUICE SS COFFEE/MILK	1 PK KETCHUP MEAT LOAF FRENCH FRIES SS CARROTS SS CORN BREAD 1 PC CHOCOLATE MILK	SACK LUNCH	
<u>SATURDAY</u>	1 PK SYRUP WAFFLES X 2 BACON X 2 FRESH FRUIT 1 PC COLD CEREAL SS COFFEE/MILK	1 PK KETCHUP/MUSTARD HOT DOG/BUN X 1 BAKED BEANS SS COLE SLAW SS CORN SS	SACK LUNCH	SS = SINGLE SERVING SACK LUNCH CONTAINERS: 1 SANDWICH (OUR CHOICE) 1 PC FRUIT CELERY OR OTHER VEG STICKS OCCASIONAL: CHOCOLATE MILK CHIPS
<u>SUNDAY</u>	1 PK JELLY/MARGERINE BOILED EGG X 2 COLD CEREAL SS BISCUIT X 1 FRESH FRUIT 1 PC COFFEE/MILK	1 PK SAUCE CHICKEN & NOODLES CORN SS GREEN BEANS SS ROLL X 1 SEASONAL FRUIT 1 PC	SACK LUNCH	

ATTACHMENT A

WEEKLY MENU WEEK 2

	Breakfast	Lunch	Dinner	
MONDAY	1 PK JELLY COLD CEREAL SS ENGLISH MUFFIN FRESH FRUIT 1PC COFFEE/MILK	PIZZA X2 SLICES SALAD SS 1 PK CRACKERS CORN SS CAKE 1 PC	BAKED PORK CUTLET MASHED POTATOES/GRAVY GREEN BEANS SS BREADED OKRA SS FRUIT PUNCH SS	
TUESDAY	BISCUITS & GRAVY HASH BROWN X 1 COLD CEREAL SS ¼ FRESH GRAPEFRUIT 1 BOILED EGG COFFEE/MILK	1 PK MAYO SUBMARINE SAND X 1 LETTUCE/TOMATO CARROT STICKS PUDDING SS	RED BEANS & RICE W/HAMBURGER MIXED VEG SS CORN BREAD 1 PC FRUIT CRISP SS	
WEDNESDAY	COLD CEREAL SS MUFFIN X 1 HAM 2 OZ CRANBERRY JUICE SS COFFEE/MILK	1 BUN 1 PK KETCHUP CHILI CHEESE DOG X1 SALAD SS CARROTS SS TOMATO SLICES SS	BAKED CHICKEN MASHED POTATOES/GRAVY ZUCCHINI/TOMATO MIX SS BREAD 1 PC SHAPE UP X 1	
THURSDAY	1 PK JELLY/MARGERINE SCRAMBLED EGGS SS BISCUIT X 1 1 PC FRESH FRUIT COLD CEREAL COFFEE/MILK	TUNA SALAD SANDWICH X 1 PICKLE SPEARS X 3 POTATO SALAD SS CAKE 1 PC	SPAGHETTI & MEATSAUCE TEXAS TOAST 1 PC BROCCOLI/CAULIFLOWER SS MIXED FRUIT SS	
FRIDAY	1 PK JELLY/MARGERINE OATMEAL SS TOAST X 2 ORANGE JUICE SS CANNED FRUIT SS COFFEE/MILK	1 BUN 1 PK MAYO 1 PK KETCHUP TENDERLOIN LETTUCE/TOMATO VEG SLICES PEANUT BUTTER COOKIES	SACK LUNCH	
SATURDAY	1 PK SYRUP PANCAKES X 2 FRESH FRUIT 1 PC COLD CEREAL SS COFFEE/MILK	BAKED PORK CHOP X 1 MASHED POTATOES/GRAVY PEAS SS TOMATO SLICES SS BREAD 1 PC	SACK LUNCH	SS = SINGLE SERVING SACK LUNCH CONTAINS: 1 SANDWICH (OUR CHOICE) 1 PC FRUIT CELERY OR OTHER VEG STICKS OCCASIONAL: CHOCOLATE MILK CHIPS
SUNDAY	1 PK JELLY/MARGERINE CREAM OF WHEAT SAUSAGE PATTY X 1 HASH BROWN X 1 BISCUIT X 1 FRUIT JUICE SS COFFEE/MILK	1 PK SAUCE TACO X 2 CORN SS CAKE 1 PC	SACK LUNCH	

4. **Response Form** - Submit three (3) complete copies of your Response in a single sealed envelope, clearly marked on the outside, left corner with your company name and return address, the bid number and the due date and time.

- 4.1. Company Name: _____
- 4.2. Address: _____
- 4.3. City/Zip: _____
- 4.4. Phone Number: _____
- 4.5. Fax Number: _____
- 4.16. Federal Tax ID: _____

- 4.6.1. Corporation
- Partnership - Name _____
- Individual/Proprietorship - Individual Name _____
- Other (Specify) _____

4.7. **VENDORS MUST PROVIDE INFORMATION REQUESTED BELOW. RESPONSES CAN BE PROVIDED ON SEPARATE SHEETS OF PAPER. WHEN RESPONDING, INCLUDE THE ITEM NUMBERS IN SECTION 4.7. TO CORRESPOND WITH QUESTIONS. (EXAMPLE--YOU WOULD PREFACE THE LOCATION OF YOUR WAREHOUSE WITH THE NUMBERS 4.7.1.)**

- 4.7.1. Location of Warehouse and/or where products originate:
- 4.7.2. Service Hours Available:
- 4.7.3. Can you expedite delivery of products?
- 4.7.4. If so, indicate lead time:
- 4.7.5. Describe the different ways of ordering, order tracking. Are there any software packages available to place orders from our computers and transmit on-line?
- 4.7.6. Do you offer a labeling system for stocking pantry and freezer items? If so, please describe and submit a bid price.
- 4.7.7. What is your procedure on returns and credits issued?
- 4.7.8. Is there a minimum order limit? If so, what is it?
- 4.7.9. Will you provide same pricing and terms to Reality House, a not-for-profit agency in Boone County?
- 4.7.10. Give background of company and service personnel experience:
- 4.7.11. Number of years engaged in business under present firm name:
- 4.7.12. If you have performed business under a different name, please give name and location:
- 4.7.13. Percent of work done by own staff?
- 4.7.14. Have you ever failed to complete any work awarded to your company? If so, where and why?
- 4.7.15. Have you ever defaulted on a contract?
- 4.7.16. List contracts currently held by your company, including approximate number and types of items involve, along with person and phone number to be contacted for reference. Please use references of similar situation to the County. List at least three not including the County of Boone.
- 4.7.17. Average standard response time from the time the order is placed and delivery is completed.

4. **Response Form (cont.) - PRICING**

4.8. **CATEGORY A – Canned and Dry Foods**

Description	Pack/Size	Unit Price
1 Applesauce, U.S. Grade A (fancy) regular, Natural Flavor, Granular but not lumpy, Flow-max of 6.5 centimeters Brand Bid _____	6/#10	\$ _____
2 Applesauce, U.S. Grade A (fancy) regular, Natural Flavor, Chunky Brand Bid _____	6/#10	\$ _____
3 Baking Powder, Double Acting Sodium-Aluminum Sulphate Clabber Girl or equal Brand Bid _____	5 lb	\$ _____
4 Baking Soda, Sodium Bicarbonate Brand Bid _____	12/24 oz	\$ _____
5 Bean, Great Northern Dried, US Grade 1 Brand Bid _____	1/25 lb	\$ _____
6 Bean, Green round type, Cut, Mix, Short, 63 oz minimum drained weight. US Grade B Extra Standard Brand Bid _____	6/#10	\$ _____
7 Bean Pinto Dried Multi-Clean, US Grade 1 Brand Bid _____	1/25 lb	\$ _____
8 Beans, Refried Brand Bid _____	6/#10	\$ _____
9 Beans, Vegetarian (Navy), in tomato sauce. US Grade A Brand Bid _____	6/#10	\$ _____
10 Biscuit Mix Buttermilk Traditional Brand Bid _____	6/5 lb	\$ _____
11 Brownie Mix Fudge Brand Bid _____	6/6 lb	\$ _____
12 Carrot, sliced, less than 1 ½" diameter, 67 oz. minimum drained weight, US Grade A Fancy. Brand Bid _____	6/#10	\$ _____

4. **Response Form (cont.)**

	Description	Pack/Size	Unit Price
13	Catsup, Tomato, US Grade B, Plastic squeezable bottle Hunt's or equal Brand Bid _____	17/24 oz	\$ _____
14	Catsup, Tomato, US Grade B, Individual packets, 1/3oz per packet Hunt's or equal Brand Bid _____	500/case	\$ _____
15	Catsup, Tomato Grade B or equal Hunt's or equal Brand Bid _____	6/#10	\$ _____
16	Cereal, Cold, Cheerios or equivalent Brand Bid _____	4/29 oz	\$ _____
17	Cereal, Cold, Frosted Flakes or equivalent Brand Bid _____	4/29 oz	\$ _____
18	Cereal, Cold, Raisin Bran or equivalent Brand Bid _____	4/29 oz	\$ _____
19	Cereal Hot Creamy Wheat Farina Brand Bid _____	12/28 oz	\$ _____
20	Cereal Hot Oat Old Fashioned Brand Bid _____	12/42 oz	\$ _____
21	Chip Corn Brand Bid _____	8/1 lb	\$ _____
22	Chip Potato Regular, BBQ and Sour Cream and Onion Brand Bid _____	9/1 lb	\$ _____
23	Chip Tortilla Traditional Style Round Brand Bid _____	5/1 lb	\$ _____
24	Chocolate Chip Semi Sweet Real 1000 Brand Bid _____	1/25 lb	\$ _____
25	Coffee, 100% Ground Roasted Urn, Top Blend, Restaurant Quality, 20 lb can. Brand Bid _____	20 lb	\$ _____

4. **Response Form (cont.)**

	Description	Pack/Size	Unit Price
26	Corn Meal, Yellow, Medium Ground Brand Bid _____	1/25 lb	\$ _____
27	Corn Starch, Pure Food, Edible Brand Bid _____	24/1 lb	\$ _____
28	Corn, Whole Kernel, Golden, US Grade B Extra Standard, 70 oz minimum drained weight Brand Bid _____	6/#10	\$ _____
29	Cracker Saltine, Type 1 Class B. Grade 1 Brand Bid _____	500/2 pk	\$ _____
30	Extract, Vanilla, Imitation, 1X Brand Bid _____	32 oz	\$ _____
31	Filling Cherry Deluxe, Sysco or equal Brand Bid _____	6/#10	\$ _____
32	Filling Peach Deluxe, Sysco or equal Brand Bid _____	6/#10	\$ _____
33	Flour H&R All Purpose Brand Bid _____	1/50 lb	\$ _____
34	Fruit Cocktail, Diced, US Grade B Choice, 71 oz minimum drained weight, Sysco or equal Brand Bid _____	6/#10	\$ _____
35	Gelatin, Assorted, Red, Sweetened. Must not contain any pork or derivatives. Sysco or equal Brand Bid _____	12/24 oz	\$ _____
36	Grits Quick Brand Bid _____	12/24 oz	\$ _____
37	Hash Corned Beef, Sysco or equal Brand Bid _____	6/#10	\$ _____
38	Jelly, Assorted, Individual, Grade A Fancy Grape/Strawberry Dietsource Brand Bid _____	200/12 gm	\$ _____

4. *Response Form (cont.)*

	Description	Pack/Size	Unit Price
39	Juice, Lemon 100% Brand Bid _____	6/48 oz	\$ _____
40	Juice, Tomato Fancy Brand Bid _____	12/46 oz	\$ _____
41	Mandarin Oranges, Broken Segments Brand Bid _____	6/#10	\$ _____
42	Marshmallow Mini White 800 CT Brand Bid _____	12/1 lb	\$ _____
43	Mayonnaise, Plastic with screw top Brand Bid _____	4/1 gal	\$ _____
44	Mayonnaise Packet, individual package, not less than 7/16 oz. Brand Bid _____	200/12 gm	\$ _____
45	Milk Evaporated Brand Bid _____	48/12 oz	\$ _____
46	Mix Cake Chocolate Brand Bid _____	6/4.5 lb	\$ _____
47	Mix Cake White Brand Bid _____	6/7.75 lb	\$ _____
48	Mix Cake Yellow Brand Bid _____	6/4.75 lb	\$ _____
49	Mix Muffin Basic, Bakers and Chef's or equal Brand Bid _____	6/5 lb	\$ _____
50	Mix Seasoning Taco, Williams or equal Brand Bid _____	9 oz	\$ _____
51	Mustard, prepared Yellow or French Style. No added foreign starch, bearing materials not less than 16.5% solids. Brand Bid _____	4/1 gal	\$ _____

4. **Response Form (cont.)**

	Description	Pack/Size	Unit Price
52	Mustard, prepared Yellow or French Style. No added foreign starch, bearing materials not less than 16.5% solids. Individual Packets Brand Bid _____	1/500 pkts	\$ _____
53	Mushroom Stem & Pieces, Best Commercial Quality, 68 oz minimum drained Brand Bid _____	6/#10	\$ _____
54	Non-fat Dry Milk Brand Bid _____	50 lb bag	\$ _____
55	Olive Ripe Sliced Imp BLACK Brand Bid _____	6/#10	\$ _____
56	Oil, Salad, Vegetable Brand Bid _____	6/1 gal	\$ _____
57	Pan Coating Aerosol Concentrated Brand Bid _____	6/14 oz	\$ _____
58	Pasta, Lasagna, Grade A, Sysco or equal Brand Bid _____	4/96 oz	\$ _____
59	Pasta Noodle Egg Medium, Enriched, Grade A, Sysco or equal Brand Bid _____	3/5 lb	\$ _____
60	Pasta Rotini, Spirals, Sysco or Equal Brand Bid _____	3/10 lb	\$ _____
61	Pasta, Spaghetti, Long, Thin, 100% Semolina or Grade A, Sysco or equal Brand Bid _____	20 lb	\$ _____
62	Pea Blackeye Dried Brand Bid _____	1/25 lb	\$ _____
63	Pea, Green Sweet Mix, 69 oz minimum drained weight 4/5 sieve, US Grade B Brand Bid _____	6/#10	\$ _____
64	Peaches, Sliced, 68.5 oz minimum drained weight, US Grade B, color normal for fruit, Natural Juice or Light Syrup Sysco or equal Brand Bid _____	6/#10	\$ _____
65	Peanut Butter, Creamy, Tub Brand Bid _____	5#	\$ _____

4. *Response Form (cont.)*

	Description	Pack/Size	Unit Price
66	Peanut Butter Creamy Pail, Colony House or equal Brand Bid _____	1/35 lb	\$ _____
67	Pear, Sliced, 65.5 oz minimum drained weight, US Grade B Choice, color normal for fruit, Natural Juice or Light Syrup Brand Bid _____	6/#10	\$ _____
68	Picante Sauce, Mild Brand Bid _____	4/1 gal	\$ _____
69	Pickles, Hamburger, Dill, Regular Slice, 270 count US Grade B Brand Bid _____	4/1 gal	\$ _____
70	Pickles, Spear, US Grade A Brand Bid _____	4/1 gal	\$ _____
71	Pickles, Sweet Relish, US Grade A Brand Bid _____	4/1 ga.	\$ _____
72	Pineapple Tidbit, U.S. Grade B, 63.6 oz minimum drained weight, color normal for fruit, Natural Juice or Light Syrup Brand Bid _____	6/#10	\$ _____
73	Potatoes, Augratin, Dehydrated Brand Bid _____	12/16.3	\$ _____
74	Potato, Dehydrated Flakes Brand Bid _____	6/5 lb	\$ _____
75	Potatoes, Scalloped, Compl Brand Bid _____	12/16.3	\$ _____
76	Potato Slices, Dehydrated Brand Bid _____	4/5 lb	\$ _____
77	Potato Whole White Fancy 90/120 Brand Bid _____	6/#10	\$ _____
78	Pudding mix, Instant (Chocolate, Vanilla, Butterscotch) Mixing with fluid Milk. Must not contain MSG Brand Bid _____	12/24 oz	\$ _____

4. **Response Form (cont.)**

	Description	Pack/Size	Unit Price
79	Pumpkin Solid Pack Fancy, 106 oz minimum Brand Bid _____	6/#10	\$ _____
80	Rice, Milled, Fancy, Polished, Medium Grain, Type A Brand Bid _____	1/25 lb	\$ _____
81	Salad Dressing, Ranch, French, Italian Product shall not contain any MSG. Shelf-stable at room temperature. Brand Bid _____	4/1 gal	\$ _____
82	Salt Granulated Iodized Round Brand Bid _____	24/26 oz	\$ _____
83	Salt Granulated Iodized Round, Individual Pkts Brand Bid _____	3000/case	\$ _____
84	Salt Seasoned Traditional Brand Bid _____	2/5 lb	\$ _____
85	Sauce, Barbeque, Sweet/Sour Tomato Flavor with deep reddish brown color. The soluble solids shall be not less than 30% and not greater than 39%. The salt content shall not be less than 1.5% and not greater than 3.8% Brand Bid _____	4/1 gal	\$ _____
86	Sauce Browning Brand Bid _____	32 oz	\$ _____
87	Sauce Cheese Cheddar Aged Brand Bid _____	6/#10	\$ _____
88	Sauce Cranberry Jellied Brand Bid _____	6/101 oz	\$ _____
89	Sauce Hot, Tabasco or equal Brand Bid _____	24/6 oz	\$ _____
90	Sauce, Soy, Type 2 Brand Bid _____	1 gal	\$ _____

4. *Response Form (cont.)*

	Description	Pack/Size	Unit Price
91	Sauce Taco Packet Brand Bid _____	200/9 gm	\$ _____
92	Sauce, Tartar, Individual Packet Brand Bid _____	200/9 gm	\$ _____
93	Sauce Teriyaki Brand Bid _____	1 gal	\$ _____
94	Sauce Tomato Brand Bid _____	6/10#	\$ _____
95	Sauerkraut Shredded Fancy Brand Bid _____	6/#10	\$ _____
96	Seasoning Liquid Smoke Hickory Brand Bid _____	32 oz	\$ _____
97	Shell Taco Regular - To yield 1 equivalent bread serving in the meal pattern. Brand Bid _____	200/ea	\$ _____
98	Shortening, all purpose, baking or frying, pure vegetable Brand Bid _____	50 lb	\$ _____
99	Soup Base Beef Brand Bid _____	1/30 lb	\$ _____
100	Soup Base Chicken Gran STD Brand Bid _____	1/30 lb	\$ _____
101	Soup Tomato -Campbells, Heinz or approved equal. Brand Bid _____	12/50 oz	\$ _____
102	Soup, Chicken Noodle Brand Bid _____	12/50 oz	\$ _____
103	Soup, Cream of Chicken Brand Bid _____	12/50 oz	\$ _____
104	Soup, Cream of Mushroom Brand Bid _____	12/50 oz	\$ _____

4. Response Form (cont.)

	Description	Pack/Size	Unit Price
105	Soup, Beef Noodle Brand Bid _____	12/50 oz	\$ _____
106	Spice Chili Powder, Dark Brand Bid _____	1 lb	\$ _____
107	Spice Cinnamon Ground Brand Bid _____	1 lb	\$ _____
108	Spice Curry Powder Brand Bid _____	1 lb	\$ _____
109	Spice Garlic Powder Brand Bid _____	19 oz	\$ _____
110	Spice Oregano Ground Brand Bid _____	13 oz	\$ _____
111	Spice Paprika Brand Bid _____	1 lb	\$ _____
112	Spice Parsley Flakes Brand Bid _____	1 lb	\$ _____
113	Spice, Black Pepper, Ground Brand Bid _____	1 lb	\$ _____
114	Spice Sage Rubbed Brand Bid _____	6 oz	\$ _____
115	Squash Zucchini & Tomato MW Brand Bid _____	6/#10	\$ _____
116	Sugar, White, Granulated, Beet Brand Bid _____	1/25 lb	\$ _____
117	Sugar, Light Brown Brand Bid _____	24 lb/1 cs	\$ _____
118	Sugar, Granulated, Individual Packets Brand Bid _____	300/1/10oz	\$ _____

4. Response Form (cont.)

	Description	Pack/Size	Unit Price
119	Sugar, Powdered, Confectioners, 6X, Refined Brand Bid _____	1 lb	\$ _____
120	Sugar Substitute, individuals, granulated Brand Bid _____	2000 bulk/case	\$ _____
121	Syrup, Maple Imitation made of sugar, cane syrup. May have artificial flavor and color added. Max 30% water content. Brand Bid _____	4/1 gal	\$ _____
122	Syrup, Pouches. Maple Imitation made of sugar, cane syrup. May have artificial flavor and color added. Max 30% water content. Brand Bid _____	100/1.5 oz	\$ _____
123	Syrup Pancake Waffle Diet-Calorie Brand Bid _____	200/1 oz	\$ _____
124	Tea, Dried Instant, Vitamin C fortified and sweetened with 100% Nutrasweet Brand Bid _____	12/20 oz	\$ _____
125	Tomato Puree, Fine Texture 10.2 – 15% solids, US Grade A Brand Bid _____	6/#10	\$ _____
126	Tomatoes, Stewed, Diced or Liced, 63.5 oz minimum drained weight, Regular Pack, US Grade B Brand Bid _____	6/#10	\$ _____
127	Tomatoes, Whole Peeled, 63.5 oz minimum drained weight, Regular Pack, US Grade B Brand Bid _____	6/#10	\$ _____
128	Topping, Whipped, Powdered Brand Bid _____	12/1 lb	\$ _____
129	Tuna Light Chunk in Water, US Federal Commercial Grade Brand Bid _____	6/66.5 oz	\$ _____
130	Vegetable Mixed US Grade A. Mixture of green beans, lima beans, carrots, corn and peas. Fancy Brand Bid _____	6/#10	\$ _____

4. **Response Form (cont.)**

	Description	Pack/Size	Unit Price
131	Vinegar, White, distilled, 4% min. and 5% maximum acetic acid. Brand Bid _____	4/1 gal	\$ _____
132	Yam Sweet US Grade A, Cut, Syrup Pack, Minimum drained weight of 75 oz Brand Bid _____	6/#10	\$ _____
133	Yeast, Instant, dry. Brand Bid _____	12/2 lb	\$ _____
		1/1 lb	\$ _____
	TOTAL – Category A		\$ _____

4.9. **Category B – Dairy and Eggs**

	Description	Pk/Size	Unit Price
1	Cheese, American, White or Yellow in color, pasteurized process cheese made of cheddar, Colby, washed curd cheese, granular cheese or any mixture of 2 or more. No more than 43% moisture content, no less than 47% fat content, no cheese spread; Pre-sliced in ½ oz portions. Brand Bid _____	5 lb	\$ _____
2	Cheese, Cottage Brand Bid _____	5 lb	\$ _____
3	Cheese, Cream, Individual Cup Brand Bid _____	100/1 oz	\$ _____
4	Cheese, Cream Brand Bid _____	1/3#	\$ _____
5	Cheese, Golden Velvet Spread Brand Bid _____	1/5#	\$ _____
6	Cheese Mozzarella L/M Whole Milk Brand Bid _____	8/6# AVG	\$ _____
7	Cheese, Parmesan, Grated, Pasteurized – Aged 14 months Brand Bid _____	1/5#	\$ _____

4. **Response Form (cont.)**

	Description	Pack/Size	Unit Price
8	Cheese, String, Individually Wrapped Brand Bid _____	96 ct	\$ _____
9	Cheese Swiss/American 160 Slices Brand Bid _____	5 lb	\$ _____
10	Cream Sour Cultured Brand Bid _____	5 lb	\$ _____
11	Cream Sour Cultured M-Pak Brand Bid _____	100/1 oz	\$ _____
12	Egg, Shell, Medium, White, USDA Grade AA Brand Bid _____	1/15 DZ	\$ _____
13	Egg, Shell, Large, White, USDA Grade AA Brand Bid _____	1/15 dz	\$ _____
14	Margarine, Solid, All Vegetable, Parchment Wrapped Individually Brand Bid _____	30/1 lb	\$ _____
15	Margarine Solid All Vegetable, Individual Packets Brand Bid _____	900/5 gm	\$ _____
16	Milk, 2%, Grade A Vitamins A&D, homogenized and pasteurized, Brand Bid _____	4/1 gal	\$ _____
17	Milk 2% Fresh Reduced Fat, White Brand Bid _____	32/5 pt	\$ _____
18	Milk 2% Fresh Reduced Fat, Chocolate Brand Bid _____	32/5 pt	\$ _____
4.10.	Category C-Meat	Pk/Size	Unit Price
1	Bacon Slab Sliced 14/18 CT Brand Bid _____	1/15 lb	\$ _____
2	Bacon Slab, Sliced, JG 18/22 Brand Bid _____	1/15 lb	\$ _____

4. **Response Form (cont.)**

	Description	Pack/Size	Unit Price
3	Beef Ground Bulk -Product shall be prepared from fresh-chilled and/or fresh frozen skeletal beef. Products shall be an all beef product and shall not be extended with liver, kidney, tongue or other internal organs, head, neck meat or glandular meats. Products shall not contain lamb, pork, or poultry meat. The ratio of lean meat to fat shall be <u>80% lean</u> and <u>20% fat</u> , and should be thoroughly blended before grinding to uniformly distribute lean and fat portions. The final grind shall be through a 1/8" plate. The finished products shall be free from objectionable odor, bruises, blood clots, discoloration, bone slivers and cartilage. <u>No extender, binder, preservatives, or artificial coloring shall be used. No moisture added.</u> The finished product shall be subject to laboratory analysis. Product shall be packed in sanitary, grease and moisture resistant containers. Ground beef must be delivered frozen and must be labeled Pure Ground Beef. Pack size larger than 5# case is not acceptable.	16/5# avg	\$ _____
Brand Bid _____			
4	Beef Ground Bulk – as described above. Frozen. Brand Bid _____	80# case	\$ _____
5	Beef, Ground as described above, Patties 4 oz each Brand Bid _____	60/4 oz	\$ _____
6	Beef Roast Sliced Precooked Brand Bid _____	4/5# avg	\$ _____
7	Corn Dog, Mini, All Meat Brand Bid _____	240/.72 oz	
8	Ham, Roast, Boneless, Raw, Netted Brand Bid _____	2/15#	\$ _____
9	Ham, Sliced Sandwich SOL Brand Bid _____	6/2#	\$ _____
10	Ham, Smedal Brand Bid _____	2/13#	\$ _____
11	Ham Steak, B/I Center, Sliced Brand Bid _____	12/16 oz	\$ _____

4. **Response Form (cont.)**

	Description	Pack/Size	Unit Price
12	Meatball Italian Precooked 1 oz Brand Bid _____	1/10 lb	\$ _____
13	Pork Chop CC Special 1412 A Brand Bid _____	40/4 oz	\$ _____
14	Pork Chop CC Special 1412 A Brand Bid _____	30/5 oz	\$ _____
15	Pork, Patty, BBQ Rib F/C Brand Bid _____	100/2.5 oz	\$ _____
16	Port Cutlet Cubed Unbreaded Raw Brand Bid _____	40/4 oz	\$ _____
17	Salami, Cotto, all meat, cured and cooked, may or may not be smoked, must conform to the general standards for semi-dry sausage products established by USDA (IMPS #804) The meat and meat by-products and other components used in preparing the product shall be boneless, free from bruises, foreign odor and flavor, discoloration, extraneous matter, freezer burn and other detrimental deterioration or damage. The cooked salami shall be prepared from meat from pork and lean beef. Extenders such as dried whole milk solids, dried non-fat milk solids, starchy vegetable flours, etc., shall not be used. Brand Bid _____	1/12 lb	\$ _____
18	Sausage Pork Link Buffet A/C Brand Bid _____	160/1 oz	\$ _____
19	Sausage Patty, Pre-cooked whole hog, 1.5 oz Brand Bid _____	1/10 lb	\$ _____
20	Sausage, Polish, 4/1 skinless Brand Bid _____	40/4 oz	\$ _____
21	Steak Beef Cubed Unbreaded Raw Brand Bid _____	40/4 oz	\$ _____
22	Pollock Nugget Breaded Precooked, Labeled to yield 2 oz. cooked protein and minimum 1 oz. bread serving. Brand Bid _____	1/10 lb	\$ _____

4. **Response Form (cont.)**

	Description	Pack/Size	Unit Price
23	Chicken Breast, Boneless, Skinless, Halved Brand Bid _____	24/4 oz	\$ _____
24	Chicken Breast, Breaded, Cooked, White Meat, Patty Brand Bid _____	60/3 oz	\$ _____
25	Chicken CVP 8 piece cut Fresh Brand Bid _____	16/2.5#	\$ _____
26	Chicken CVP Leg Quarter Fresh Brand Bid _____	4/10 lb	\$ _____
27	Chicken Nugget Breaded Precooked White, each nugget to yield minimum of 1 oz. protein/meat Brand Bid _____	250/.65 oz	\$ _____
28	Chicken Nugget, BBQ, Nugget, Cooked, CN Brand Bid _____	220/.70 oz	\$ _____
29	Chicken Thigh Boneless Skinless Raw Brand Bid _____	4/10 lb	\$ _____
30	Frank Turkey 4x1 5.25 inches Fully cooked, to contain only USDA inspected fresh turkey meat, spices, and flavorings, naturally smoked, average 20# fat, minimum 12# protein, 8 per pound, 80 per 10 pound box. Delivered frozen. Brand Bid _____	1/10 lb	\$ _____
31	Turkey Bologna, all meat, may or may not be smoked, not artificially colored, must conform to the general standard for cooked sausage products established by USDA (IMPS #801) Brand Bid _____	2/8-10 lb	\$ _____
32	Turkey Ham, Cured, Smoked, Fully cooked, to contain only USDA inspected fresh turkey thigh meat. Fat 5% maximum, no binders, fillers, or extenders. Average 9 to 10 lbs. per ham, may contain 2 hams per box. Delivered frozen. Emulsion not acceptable. 0-15% water added acceptable, buffet shaped ham. Brand Bid _____	2/9-10 #	\$ _____
33	Turkey Fritter Breaded precooked Brand Bid _____	50/3.2 oz	\$ _____

4. **Response Form (cont.)**

	Description	Pack/Size	Unit Price
34	Turkey Pastrami Slab Cooked Fresh Brand Bid _____	4/3-4#AV	\$ _____
4.11. Category D – Frozen			
1	Bagel Plain Par-Baked Brand Bid _____	75/4 oz	\$ _____
2	Biscuits, Baked, 3" Brand Bid _____	100/3"	\$ _____
3	Broccoli Cuts IQF Grade A Brand Bid _____	1/20 lb	\$ _____
4	Burrito Beef & Bean RD Chili Brand Bid _____	72/4 oz	\$ _____
5	Cauliflower IQF Grade A Brand Bid _____	1/30 lb	\$ _____
6	Chili Homestyle Beef No Beans Brand Bid _____	6/5 lb	\$ _____
7	Cinnamon Roll, Twist No-Proof Brand Bid _____	52/4.25 oz	\$ _____
8	Corn Cob Petite, Grade A Yellow or Golden, Cut to 3" size, 96 pieces per 24 lb. Case Brand Bid _____	96/each	\$ _____
9	French Toast Hot & Serve Brand Bid _____	144/1.5 oz	\$ _____
10	Juice Bar Cherry or Grape Shape Up, 100% Juice Brand Bid _____	72/3.1 oz	\$ _____
11	Juices (Orange, Grape, Apple, Blended, Cranberry, Pineapple) 100% juice and Vitamin C Fortified, U.S. Grade A, May be prepared from frozen concentrate. Machine packaged in leak-proof, plastic coated cartons with gable tops or Tetrapack or sealed polypropylene cup. 4 oz portions Brand Bid _____	96/4 oz	\$ _____

4. *Response Form (cont.)*

	Description	Pack/Size	Unit Price
12	Okra Breaded, Cut, Grade A, for Frying 20 lbs. Per case Brand Bid _____	20 lbs/ case	\$ _____
13	Peas, Green Brand Bid _____	20#	
14	Pie Shell Rtb 10 inch A/V Brand Bid _____	20/9 oz	\$ _____
15	Pita Bread, Pocket Brand Bid _____	72 ct	\$ _____
16	Pizza, Breakfast with Ham Brand Bid _____	192/2.5 oz	\$ _____
17	Pizza Crust Raised Edge Think Prebaked Brand Bid _____	20/12 in	\$ _____
18	Potato, French Fries Crinkle Cut, Oven Ready Brand Bid _____	6/5#	\$ _____
19	Potato French Fries Curly ¼ cut Brand Bid _____	6/4 lb	\$ _____
20	Potato Hashbrowns redi/brown 2.25 oz Brand Bid _____	12/20 ct	\$ _____
21	Potato Tater Tot Brand Bid _____	6/5 lb	\$ _____
22	Tortilla, Corn, 6", Thin Brand Bid _____	6/10 dz	\$ _____
23	Tortilla, Flour, 8" Brand Bid _____	12 dz	\$ _____
24	Vegetables, Mixed, 5-way Brand Bid _____	20#	\$ _____
25	Vegetables, Stir-Fry, Oriental Blend Brand Bid _____	20#	\$ _____

4. *Response Form (cont.)*

Description	Pack/Size	Unit Price
26 Waffle Square Hot and Serve 4 inches Brand Bid _____	144/1.4 oz	\$ _____
TOTAL		\$ _____

4.12. **Category E – Produce**

	Pack/Size	% mark up of purchase price (See section 2.6)
1 Apple Red Delicious	40#138 Ct	_____
2 Banana Green Tip Fresh	1/40#	_____
3 Cabbage Green Shredded Fresh w/ Bag	4/5 lb	_____
4 Cantaloupe	1 ct	_____
5 Carrots, Fresh, Whole, Baby	1/1#	_____
6 Celery Pascal	1/8 ct	_____
7 Grapes, Red, Seedless	1/23 #	_____
8 Grapefruit Red Texas	1/48 ct	_____
9 Honeydew	1 ct	_____
10 Lettuce Iceberg Cal Flat Pack	1/24 ct	_____
11 Lettuce, chopped, packaged	4/5#	_____
12 Lettuce, chopped, packaged	1/5#	_____
13 Onion Yellow #2 Fresh	50# Jumbo	_____
14 Oranges, SK, Fancy, Navel	1/11 ct	_____
15 Orange Valencia Choice Fresh	40#/113 ct	_____
16 Pear Anjou US #1 Fresh	1/110 ct	_____
17 Pepper Green Bell Fresh	1/5#	_____
18 Potato, Bakers, Colorado	50#/90 ct	_____
19 Potato Russet Fresh (Non Idaho)	50#/100 ct	_____
20 Salad Potato Homestyle Brand Bid _____	3/8 lb	_____
21 Slaw, Chopped	1/5#	_____
22 Tomato Bulk 6x6 Fresh	1/25 lb	_____

4. **Response Form (cont.)**

Description	Pack/Size Unit	Unit Price Unit Price
4.13. Category F – Bread and Bakery Products		
1 Bagels, Plain, Cinnamon Raisin, 6 servings per pack Brand Bid _____	1 lb 6 oz	\$ _____
2 Bread, White, Pullman Style, 1 ½ lb per loaf, sliced and wrapped Brand Bid _____	loaf	\$ _____
3 Bread, Wheat, Pullman Style, 1 ½ lb per loaf, sliced and wrapped Brand Bid _____	loaf	\$ _____
4 Bread, Rye, 1 lb per loaf, sliced and wrapped Brand Bid _____	loaf	\$ _____
5 Bread, Texas Toast, 1 ½ lb per loaf, sliced and wrapped Brand Bid _____	loaf	\$ _____
6 Buns, Hamburger, 4: Diameter, 12/pkg Brand Bid _____	Pkg	\$ _____
7 Buns, Hot Dog, Individually Sliced, 6" inches, 16 per package Brand Bid _____	Pkg	\$ _____
8 Deli Rolls, White, Enriched Brand Bid _____	1 lb 6 oz	\$ _____
9 Dinner Rolls, white and wheat, 18 oz per package Brand Bid _____	Pkg	\$ _____
10 Muffin, English Brand Bid _____	6/12 oz	\$ _____
TOTAL		\$ _____

4.14. Category G – Kitchen Supplies and Equipment	Pk/Size	Unit Price
1 Bleach	4/1 gal	\$ _____
2 Film, PVC 18x2000 ft	1 Roll	\$ _____
3 Foil, Heavy Weight, 18" x 2000 ft	1 Roll	\$ _____

4 Gloves, Disposable Poly. Medium 4/500 ct \$ _____

County of Boone

Purchasing Department

4. Response Form (cont.)

Description	Pack/Size	Unit Price
5 Grill Bricks	12 ct	\$ _____
6 Plates, Foam, 9"	2/500 ct	\$ _____
7 Containers, Foam, 3.5 oz	16/250 ct	\$ _____
8 Cups, Styrofoam, 8 oz	1000 ct	\$ _____
9 Lids, to fit 8 oz cup	1000 ct	\$ _____
10 Paper Bags, Brown, 8#	2/500 ct	\$ _____
11 Plates, Melamine, Tan, 9 inch	48 pk	\$ _____
12 Polish, Metal, Aerosol, Satin Shine or equal	6/16 oz	\$ _____
13 All Purpose Cleaner, concentrated	64 oz each	\$ _____
14 Spork, Plastic, White, Medium Weight	1000 case	\$ _____
15 Cap, Bouffant, 21", White	100 ct	\$ _____
16 Hi-Temp Solid Detergent for dishwashing machine	7 lb. each	\$ _____
17 Pot and Pan Liquid Detergent Concentrate	64 oz each	\$ _____
18 Degreaser, cleaner	1 gal	\$ _____
TOTAL		\$ _____

All additional Supplies or Equipment in catalog - % discount off list price

4.15. Category H – Commissary Items

	Pk/Size	Unit Price
1 Pretzels, salted	4# bag	\$ _____
2 Cigarettes, filtered, Regular	Carton	\$ _____
3 Cigarettes, filtered, Lites	Carton	\$ _____
4 Cola, Diet and Regular	24 pk case	\$ _____
5 Cola, Diet and Regular	per liter	\$ _____
TOTAL		\$ _____

4.16. ADD ALTERNATE -

Conveyor Toaster 1 \$ _____
 Must produce a average of 500 slices per hour
 Quartz infared heaters with variable speed and heat controls
 Uses 120 volt, 14.3 amps; 1700 watts
 Stainless Steel construction. 1 year warranty.

4. **Response Form**

The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Invitation for Quote (Bid) which have been read and understood, and all of which are made part of this order.

4.17.1. Authorized Representative (Sign By Hand):

4.17.2. Type or Print Signed Name:

4.17.3. Today's Date: _____

4.18. Will you honor the submitted prices for purchase by other entities in Boone County who Participate in cooperative purchasing with Boone County, Missouri? _____ Yes _____ No

4.19. Maximum Percentage Increase for

_____ % 2nd Year, _____ % 3rd Year, _____ % 4th Year, _____ % 5th year



Boone County Purchasing
601 E. Walnut, 2nd Floor
Columbia, MO 65201

Standard Terms and Conditions

Marlene Ridgway, Buyer
573/886-4392 - FAX 573/886-4390

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Quotation and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the quotation and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed shall disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine will be accepted.
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.