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***These pages must be returned along with the BID BOND.**

MARK D. NEIGHBORS
SUPERINTENDENT
KENNETH BURTON
ASST. SUPERINTENDENT
JEAN PRESTON MILLER
ASST. SUPERINTENDENT
CHRIS HARRISON
CHIEF FINANCIAL OFFICER



BOARD OF EDUCATION
PATSY BOYD PARKER
CHAIRMAN
J. KEVIN ROYAL, M.D.
ANTIONE T. HARVIS
CHARLES D. BEAMS, JR.
TIPI MILLER

June 18, 2020

You are invited to submit sealed bids on bread items for Opelika City Schools. Prices submitted should include delivery one (1) time per week to each of the eight (8) schools.

Bids should be received in the Opelika City Schools Board of Education Office by 10:30 a.m. CST, Tuesday, July 7th, 2020, for delivery beginning the week of July 29, 2020 through July 26, 2021.

A bid bond, as required by Alabama State Law, in the amount of your bid or a certified check for 5% of the total bid is required at the time of the bid opening. Failure to submit a bid bond will void your bid.

A table of contents is included in this bid. It is the Vendors responsibility to assure all contents are received. If something is not in your bid packet, or if you have questions pertaining to this bid, contact: Lynn Lee, CNP Director at (334) 745-9700 or lynn.lee@opelikaschools.org.

The Board of Education reserves the right to reject any or all bids and to waive informalities.

Sincerely,

A blue ink handwritten signature, appearing to be "Mark Neighbors", is written over a light blue horizontal line.

Mark Neighbors
Superintendent Opelika City Schools

P.O. BOX 2469 OPELIKA, AL 36803-2469
PHONE 334-745-9700 FAX 334-745-9706

OPELIKA CITY SCHOOLS
CHILD NUTRITION PROGRAM

BREAD BID
BID DATE: Tuesday, July 7TH, 2020.

INSTRUCTIONS TO BIDDERS

Please find below instructions to bid on bread service for the Child Nutrition Program of Opelika City Schools. These identifications form the basis for service for the period of July 28, 2020 to July 29, 2021.

1. Bids are to include prices utilizing commodity flour where a state or national contract has been entered into to produce bakery items. Indicate prices with and without commodity flour, so multiply your bid price without commodity flour by our estimated usage to get the total price.
2. The bid must include service to all eight (8) Opelika City Schools. The bid will be awarded to the lowest and most responsible bidder meeting all requirements of the identifications listed herein.
3. Estimates are for bidding purposes only. This does not constitute a commitment to purchase this quantity during the time of this contract.
4. The low bidder shall be responsible to replace any unsatisfactory bakery items at no cost to the School Systems.
5. The low bidder must provide a rack suitable for holding multiple trays of the bakery items.
6. The low bidder shall provide fresh bakery items that are within the recommended use date. All packages must be wrapped or bagged and sealed to prevent contamination of the product.
7. A schedule for delivery will be developed with the successful bidder to meet the requirements of the Opelika City Schools' Child Nutrition Program. Keys to the school cafeterias will not be available. Deliveries must be made when cafeteria personnel are present.
8. Sliced bread must meet the minimum USDA requirement of 0.9 ounce per slice. The items must be uniform in color and size. The texture must be uniform with no large holes. Bread items must be produced in the United States.
9. It is the intent of the Board of Education to pay bread invoices MONTHLY. Therefore, the successful bidder must furnish an invoice at the time of delivery and also one monthly statement including the following information for EACH SCHOOL:
 - (A) date of delivery
 - (B) invoice or ticket number
 - (C) quantity purchased
 - (D) extended totals, etc.
10. Should a bidder find discrepancies in or omissions from the bidding document, or should be in doubt as to their meaning, clarification should be requested by calling: Lynn Lee, CNP Director, Opelika City Schools, telephone (334) 745-9700.

11. The Board of Education reserve the right to reject any and /or all bids, or any part thereof; to waive technicalities or informalities; and to award the contract to other than the low bidder, if cause can be documented.
12. Cities are not liable for Federal Excise or State Sales Tax.
13. The bid prices will be in effect from July 26, 2020 to July 29, 2021.

14. **CONTRACT DURATION: NON-DISCRIMINATION STATEMENT:**

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating based on race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.)

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 responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information is available in languages other than English.

To file a complaint alleging discrimination, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at <http://www.ascr.usda.gov/complaint-filing-cust.html>, or 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:

Mail:

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

Fax:

(202) 690-7442; or

Email:

program.intake@usda.gov

15. **USDA and Opelika City Schools are equal opportunity providers and employers.**

The duration of these contracts shall be from July 29, 2020 through July 31, 2021. The effective date (date of issue) is expected to be July 29, 2020. The Board of Education reserve the right to extend this contract for three (3) additional twelve (12) month periods, if current pricing is honored. Any Contract extension is contingent upon written approval of both the contractor and the Board of Education.

16. **PRICE ESCALATIONS:** All prices shall be firm for 90 days, after which prices may be changes up or down in accordance with changes in the cost of flour, f.o.b. the bakery. Bread prices can change at the same rate as flour on the basis that one-pound of bread, hamburger buns or hot dog buns requires .622 pounds of flour. If, at proposal time, flour cost 1.056 cents per pound or **6.88** cents for 6.22 pounds, a 10 percent increase in the cost of flour would be .69 cents per pound of bread. If the proposal price of bread is .36 cents per pound, the price could be escalated to 36.69 cents. Petitions for price escalation must be substantiated by independent verifiable market bulletins reflecting (1) the price of flour at the time of the bid award and (2) at time of petition of escalation. invoices for the purchase of flour reflecting the increase in price should

accompany the petition and market bulletins. Petitions with in-house developed spreadsheets or company news announcements **ARE NOT** acceptable as documentation. Petitions for price escalation must be presented in writing or in an email with documents, to: Opelika City Schools; 300 Simmons St; Opelika, AL 36801, e- mail: lynn.lee@opelikaschools.org a minimum of thirty (10) days prior to price increase to allow time for Board approval.

*****27. "Buy American" Provision Requirements defines "domestic commodity or product" as an agricultural commodity that is produced in the U.S. and a food product that is processed in the U. S. substantially using agricultural commodities produced in the U.S. Report language accompanying the legislation noted that "substantially means over 51% from American products. Therefore, over 51% of the final processed product (by weight or volume) must consist of agricultural commodities that were grown domestically. Thus, for foods that are unprocessed, agricultural commodities must be domestic, and for foods that are processed, they must be processed domestically using domestic agricultural food components of over 51% domestically grown items, by weight or volume.

*****STATEMENT MUST BE ANSWERED*****

We, _____, certify that _____
(list product or attach a list) was processed in the U.S., with space for the supplier to fill in the name of the product(s) and its specific percentage of the domestic agricultural food component therein.

- **Is this a minority race owned or managed Business?**

YES_____NO_____

- **Alabama Immigration Law Compliance documentation included in bid?**

YES_____NO_____

USDA Final Rule: Flexibilities for Whole Grains Rule requires that half of the weekly grains in the school lunch and breakfast menu be whole grain-rich.

Effective: July 1, 2019

OPELIKA CITY SCHOOLS
CHILD NUTRITION Program

TITLE: BAKERY SERVICE BID PROPOSAL FORM

2020-2021

RETURN BID ALONG WITH THE COMPLETED U.S. DEPARTMENT OF AGRICULTURE FORM (AD - 1048)
TO:

Lynn Lee, CNP
Director
Opelika City Schools Board of
Education
300 Simmons Street
Opelika, AL 36801

In compliance with your invitation to bid on bread, the undersigned proposes to furnish the Opelika City Schools Board of Education "Bread Service" for the eight (8) city schools in compliance with the terms and conditions listed in the instructions to bidders. Attached is the Bakery Service Bid Proposal form for the net cost delivered. Please return this page and the Bakery Service Bid Proposal form to the above address.

The terms and conditions of this bid are understood and accepted.

Bids will be opened at 10:30 am CST on Tuesday, July 7th, 2020, and prices will be firm from July 26, 2020 through July 29, 2021. Submit bids to: Opelika City Schools Board of Education, 300 Simmons Street, Opelika, AL 36801. Envelopes should be sealed and should be labeled **BREAD BID**.

A BID BOND, as required by Alabama State Law, in the amount of your bid or a CERTIFIED CHECK for 5% of your total bid is required at the time of the bid opening. Failure to submit a BID BOND will void your bid.

The Boards of Education reserve the right to reject any or all bids and to waive informalities in awarding this bid to the lowest responsible bidder or bidders. The entire bid will be awarded to one vendor.

COMPANY _____

ADDRESS _____

SIGNATURE/TITLE _____

TELEPHONE _____

DATE _____

OPELIKA CITY SCHOOLS - BAKERY SERVICE BID PROPOSAL FORM

	BID UNIT	EST. USAGE {IN BID UNITS}	PRICE PER SLICE/BUN	BID UNIT PRICE	TOTAL PRICE
1. MULTI GRAIN, MINIMUM 7 GRAINS, SANDWICH BREAD, 0.9 OZ MINIMUM PER SLICE	22 SLICE COUNT	29			
2. WHOLE WHEAT BREAD, WHOLE WHEAT IS! INGREDIENT, 0.9 OZ MINIMUM PER SLICE	22 SLICE COUNT	2146			
3. 3 3/4" HAMBURGER BUNS, WHOLE WHEAT, TRAY PACK	JO COUNT	4230			
4. 6" HOT DOG BUNS, WHOLE GRAIN	16COUNT	1159			
5. STEAK BUN, SLICED SEEDED Whole Grain	24 COUNT	1984			
6. BUNS, SHEET, KRYSTAL STYLE, WHOLE WHEAT, SLICED, .9 OZ MINIMUM	24COUNT	1514			
7. BUNS, SHEET, KRYSTAL STYLE, WHOLE WHEAT, UNSLICED, .9 OZ MINIMUM	24 COUNT	3820			

Sum of 1 - 7 BOTTOM LINE TOTAL: S_____

Provide items as identified. If your pack varies, indicate your pack and convert usage totals up or down accordingly.
Show your conversions! Usage is based on 2018-2019 actual usage.

SIGNATURE:_____

COMPANY:_____

TELEPHONE:_____

DATE:_____

U.S. DEPARTMENT OF AGRICULTURE

Certification Regarding Debarment, Suspension, Ineligibility,
and Voluntary Exclusion Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participant's responsibilities.

The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS)

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

ORGANIZATION_____

PR/AWARD NUMBER OR PROJECT NAME _____

NAME AND TITLE(s) OF AUTHORIZED REPRESENTATIVE(s)_____

SIGNATURE(s) _____

DATE_____

Form AD-1048 (1/92)

Regarding Debarment, Suspension, Ineligibility
and Voluntary Exclusion, continued
Instructions for Certification

- I. By signing and submitting this form, the prospective primary tier participant is providing the certification set out on the form in accordance with these instructions.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out on this form. The certification or explanation will be considered in connection with the department or agency's Determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department determined to enter into a transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause.
4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by Reason of changed circumstances.
5. The terms "covered transaction," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," "and "Voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to whom this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier Covered transaction with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this form that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction; unless it knows that, the certification is erroneous. A participant may decide the method and frequency by which it determined the Eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person, in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Opelika City Schools School Contact Information

Northside Intermediate School
601 North Fifth Street
Opelika, AL 36801
(334) 745-9755
Manager: Vanessa Edwards

Carver Primary School
307 Carver Avenue
Opelika, AL 36801
(334) 745-9722
Manager: Amanda Jacobs

Jeter Primary School
215 Jeter Ave.
Opelika, AL 36801
(334) 745-9740
Manager: Listasha Avery

Morris Ave. Intermediate School
8 Morris Ave.
Opelika, AL 36801
(334) 745-9736
Manager: Debra Walker

Opelika High School
1700 LayFayette Pkwy.
Opelika, AL 36801
(334) 745-3468
Manager: Margaret Purnell

Opelika Middle School
1206 Denson Drive
Opelika, AL 36801
(334) 745-9899
Manager: Marsha Armstrong

Southview Primary School
2712 Marvyn Pkwy.
Opelika, AL 36801
(334) 745-9741
Manager: Cathy Murray

West Forest Intermediate School
2801 Waverly Pkwy.
Opelika, AL 36801
(334) 745-9739
Manager: Donna Howard

VENDOR LIST

Flowers Baking Co.
1919 Flowers Circle
Thomasville, GA 31757

Bimbo Bakeries
P.O. Box 532992
Atlanta, GA 30353-2992