

WARREN CONSOLIDATED SCHOOLS
31300 Anita Drive Warren, MI 48093
TELEPHONE 1-586-698-4146
Susan Andrzejewski
Fiscal Services Manager

CONDITIONS OF THIS PROPOSAL

PROPOSALS WILL NOT BE CONSIDERED UNLESS SUBMITTED ON THE ATTACHED FORMS.

RETURN 2-COPIES IN SEALED ENVELOPE WITH PROPOSAL TITLE, DUE DATE AND TIME.

DISTRICT PRODUCE FOR FEEDING PROGRAMS

THIS PROPOSAL MUST BE IN THE FISCAL SERVICES DEPARTMENT NOT LATER THAN

May 28, 2024 2:30PM

Proposals will not be accepted after the above date and time.

A PROPOSAL BOND **WILL NOT** BE REQUIRED WITH THIS PROPOSAL X .

A PROPOSAL BOND OF **5% IS REQUIRED** WITH THIS PROPOSAL _____.

Certified check or proposal bond, if required, must accompany the proposal, at which time the proposals will be opened. No proposal will be considered unless a certified check or proposal bond is furnished, if required.

Every person, firm, or corporation submitting any proposal for construction work, equipment, materials or services of any kind shall be required to furnish with such proposal a certified check or proposal bond in an amount indicated above which shall be forfeited to the Board of Education in case of failure of the proposer to sign a contract after acceptance of the proposal by the Board of Education.

Quotations on equipment, materials or supplies must be F.O.B. point of delivery specified, including packing and crating charges, and fuel surcharges.

MATERIALS INCLUDED IN THIS PROPOSAL CAN BE DELIVERED WITHIN _____DAYS, FOLLOWING RECEIPT OF ORDER FOR SAME.

STATE CASH DISCOUNT TERMS _____Business days

Terms allowing discount "A Time of Payment" (not less than 10 business days) will be given preference. Terms of Payment and Delivery will be considered in making awards.

The Board reserves the right to reject any or all proposals or parts of proposals, or to split award by items or to accept the proposal which will best serve the interest of the Board of Education.

Proposers must make their proposals strictly in accordance with requirements and specifications, otherwise they may not be considered.

Proposers are granted the privilege of withdrawing their proposals, if they desire, between the time they are submitted and opened.

Proposers are invited to consult with the Fiscal Services Department concerning conditions required for submitting proposals, use of materials, or previous quotations.

WARREN CONSOLIDATED SCHOOLS
Warren, Michigan 48093
May 28, 2024

THIS IS NOT AN ORDER

The undersigned proposes to deliver F.O.B., any one or all of the items at prices specified to:

LOCATION: See site listing under Specifications

No proposals shall be accepted from, or contract awarded to, any person who is in arrears to the Board of Education of Warren Consolidated Schools upon debt or contract, or who is defaulter as security or otherwise upon an obligation to the Board of Education of Warren Consolidated Schools.

PROPOSAL DESCRIPTION

DISTRICT PRODUCE FOR FEEDING PROGRAMS

The undersigned proposes to furnish in accordance with attached specifications and for the prices quoted on the attached Sheets (2-copies).

CONTRACT TERM: September 1, 2024 – August 31, 2025, with four (4) one year renewals

QUANTITY: See Specification Sheet

CONTACT: Caroline Dylewski
586-698-4158
cdylewski@wcskids.net

Terms to remain firm for the contract period.

Reference to be provided upon request.

A proposal bond WILL NOT be required.

Prices shall be quoted F.O.B. Delivered.

*Proposals shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the proposer and any member of the Board of the Superintendent. Additionally, proposals shall include a sworn and notarized affidavit of compliance – Iran Economic Sanctions Act of 2012.

*Addenda will be issued no later than three days prior to the date for receipt of proposals except an addendum withdrawing the request for proposals or one which includes postponement of the date for receipt of proposals. It is the responsibility of any person/persons downloading proposals from the WCS website to revisit the website three days prior to the proposal opening to address any addenda issued. Acknowledgement for the receipt of such addenda must be included in the response.

*Warren Consolidated Schools and the Proposer agrees that they will not discriminate against any employee or applicant for employment on the basis of race, color, national origin, sex, (including sexual orientation or transgender identity) disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"). The supplier shall take affirmative action to ensure that applicants are employed, and that employees are treated without regard to race, color, national origin, sex, (including sexual orientation or transgender identity) disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes").

In the event that this proposal is accepted to furnish whatever is included herein, the successful proposer agrees to furnish compensation insurance (if labor is required in the fulfillment of this contract order), which will amply protect the interest of the Board of Education.

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This is to certify that the prices, quality, quantity and delivery of the above-mentioned material of commodity will be exact conformity with the specifications, samples and proposition therefore, and declare that it is made without collusion with any other person, firm, or corporation making any other proposal, or who otherwise would make a proposal, and agree to furnish in strict accordance with the specifications.

If your company does not wish to quote but would like to remain on our list, please complete the vendor information below and return this page to Warren Consolidated Schools, Attention: Fiscal Services Department, 31300 Anita Drive Warren, Michigan 48093.

Company Name _____

Contact Name and Title _____

Signature _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Fax _____

E-mail Address _____

*Include any updated company information below:

GENERAL CONDITIONS

1.0 GENERAL CONDITIONS

- 1.01 **Familial** – Proposals shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the proposer and any member of the Board or the Superintendent.
- 1.02 **Conditions** – The Warren Consolidated Schools reserves the right to reject and/or accept all proposals or parts of proposals, or to split award by items or to accept the proposal which best serves the interest of the school district.
- 1.03 **Smoking and use of Tobacco Products** – Smoking and/or the use of any tobacco product is strictly prohibited within any facility or any grounds at all times.
- 1.04 **Deviations** – All deviations from specifications must be listed separately in writing and included in this proposal.
- 1.05 **Proposals** – Proposals will be accepted on the forms provided by the owner. No oral, fax or telephone proposals or modifications will be accepted.
- 1.06 **Iran Economic Sanctions Act** – Proposals shall be accompanied by a sworn and notarized statement disclosing the proposer is not and will not become an “Iran Linked Business” at any time during the course of performance under the contract.

AFFIDAVIT OF PROPOSER

The undersigned, the owner or authorized officer of _____ (the "Proposer"), pursuant to the familial disclosure requirement provided in the _____ (the "School District") advertisement for proposals, hereby represent and warrant, except as provided below, that **no familial relationships exist** between the owner(s) or any employee of _____ and any member of the Board of Education of the School District or the Superintendent of the School District.

List any Familial Relationships:

PROPOSER:

By: _____

Its: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

This instrument was acknowledged before me on the _____ day of _____, 20 _____, by
_____.

, Notary Public

_____ County, Michigan

My Commission Expires: _____

Acting in the County of: _____

AFFIDAVIT OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012

The undersigned, the owner or authorized officer of _____ (the "Proposer"), pursuant to the compliance certification requirement provided in the Warren Consolidated School District (the "Warren Consolidated Schools") Invitation For Proposals for **District Produce for Feeding Programs** hereby certifies, represents and warrants that the Proposer (including its officers, directors and employees) is not an "Iran Linked Business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that in the event Proposer is awarded a Contract as a result of the aforementioned Invitation For Proposal, the Proposer will not become an "Iran Linked Business" at any time during the course of performing under the Contract.

The Proposer further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000 or 2 times the amount of the Contract or proposed Contract for which the false certification was made, whichever is greater, the cost of the Warren Consolidated Schools investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on an Invitation For Proposal for three (3) years from the date it is determined that the person has submitted the false certification.

PROPOSER:

Name of Proposer

By: _____

Its: _____

Date: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

This instrument was acknowledged before me on the _____ day of _____, 20 _____, by
_____.

_____, Notary Public
_____ County, Michigan

My Commission Expires: _____

Acting in the County of: _____

DISTRICT PRODUCE FOR FEEDING PROGRAMS

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SPECIFICATIONS

- All bids are to be submitted using the attached bid sheets.
- Deliveries are to be made prior to 11:00AM to the sites listed below.
- **Vendor must offer and supply Grade A or Grade B quality produce grown in the USA. Non-U.S. produce may be supplied only when U.S. produce is unavailable, and district shall receive a minimum of 24 hour advance notice. Country of origin must be identified prior to purchase.**
- All deliveries are to include a pre-printed invoice with unique invoice number, product description, unit price and extension. **Proposer agrees to allow the District to audit any and all invoices quarterly for produce purchased by vendor during the life of the agreement.**
- Secondary schools and Central Kitchen receive twice per week delivery, and Elementary schools receive once per week delivery.
- Additional sites may be added during the course of this bid period and must be included in this bid.

- Site Listing Secondary Schools and Central Kitchen needing twice per week delivery:

Cousino High School	30333 Hoover Road, Warren MI 48093
Sterling Heights High School	12901 Fifteen Mile, Sterling Heights MI 48312
Warren Mott High School	3131 Twelve Mile Rd, Warren MI 48092
Beer Middle School	3200 Martin Road, Warren MI 48092
Carleton Middle School	8900 Fifteen Mile, Sterling Heights MI 48312
Carter Middle School	12000 Masonic, Warren MI 48093
Grissom Middle School	35701 Ryan Road, Sterling Heights MI 48310
Central Kitchen	31950 Mound Road, Warren MI 48092

- Site Listing Elementary Schools needing once per week delivery:

Angus Elementary School	3180 Hein, Sterling Heights MI 48310
Black Elementary School	14100 Heritage, Sterling Heights MI 48312
Butcher Educational Center	27500 Cosgrove, Warren MI 48092
Cromie Elementary School	29797 Gilbert, Warren MI 48093
Green Acres Elementary School	4655 Holmes, Warren MI 48092
Harwood Elementary School	4900 Southlawn, Sterling Heights MI 48310
Hatherly Educational Center	35201 Davison, Sterling Heights MI 48310
Holden Elementary School	37565 Calka, Sterling Heights MI 48310
Jefferson Elementary School	37555 Carol, Sterling Heights MI 48310
Pearl Lean Elementary School	2825 Girard, Warren MI 48092
Siersma Elementary School	3100 Donna, Warren MI 48091
Susick Elementary School	2200 Castleton, Troy MI 48083
Wilde Elementary School	32343 Bunert, Warren MI 48088
Wilkerson Elementary School	12100 Masonic, Warren MI 48093
Willow Woods Elementary School	11001 Daniel, Sterling Heights MI 48312

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BID SHEET

Your proposal must answer all of the following questions:

1. Bids are to be your verified cost plus delivery.
 - a. Indicate your delivery cost per case: _____
2. Describe the process you will use to procure our produce (specify your sources), store it and subsequently deliver it to our schools. Also indicate how you will purchase Michigan grown produce when available.

3. Your billing address is: _____
4. Can we split cases? _____
5. Price for split cases: _____
6. Indicate your minimum order per delivery: _____
7. If you offer a quick pay discount, please note the terms and discount: _____

8. List any school district customer references. Please provide names, phone numbers, addresses, and emails if possible. Also indicate number of years' service provided to customers. **Use a separate sheet.**
9. List at least two additional references with the same information.
10. Are you willing to add in additional delivery sites if needed? _____
11. Deliveries needed Monday, need to be ordered when? _____
12. Deliveries needed Thursday, need to be ordered when? _____
13. How are orders communicated? ie. on-line order system, order template, etc.

14. Are you able to supply eggs by the dozen? _____

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NUTRITION SERVICES ESTIMATED ANNUAL PURCHASES

Purchases may not be limited to the items listed below. Seasonal items may be added.

<u>PRODUCT</u>	<u>CASES</u>
Apples (case)	1,576
Banana Petite (150 ct.)	1,142
Broccoli	122
Broccoli Florets	1,400
Cabbage Shredded	18
Carrots	198
Carrots Shredded	154
Cauliflower	116
Cauliflower Florets	382
Celery	158
Celery Sticks (5 lb.)	640
Clementine (200 ct.)	380
Cucumbers (6 ct.)	3,420
Cucumbers (72 ct.)	58
Eggs (dozen)	152
Garlic	28
Grapes (19 lb.)	2,119
Kiwi (36 ct.)	1,290
Lemons (12 ct.)	12
Lettuce (Blend/Chopped/Shredded)	2,022
Limes (12 ct.)	4
Melons (case)	1,658
Mushrooms	24
Onions (6 ct.)	592
Oranges (case)	1,010
Parsnips (5 lb.)	24
Peaches (100 ct.)	92
Pears (case)	312
Peppers (6 ct.)	1,348
Pineapple	40
Plums (20-30 lb.)	256
Potatoes (50 lb.)	466
Radishes	180
Spinach (2.5 lb.)	1,196
Squash (6 ct.)	32
Strawberries (8/1 lb.)	1,950
Tomatoes (5 lb.)	742
Tomatoes Grape (pint)	1,507