

BIDDERS COMPANY NAME

**REQUEST FOR PROPOSAL**

**RFP #6636**

**FOOD AND RELATED SUPPLIES**

**FOR**

**CHILDREN'S SERVICES**

Prepared By:

Washtenaw County Purchasing  
Administration Building  
220 N. Main, B-35  
Ann Arbor, MI 48107

Crystal A. Wake, C.P.M., CPPB  
Senior Buyer  
(734) 222-6760





## WASHTENAW COUNTY

Finance Department

Purchasing Division

220 N. Main, Ann Arbor, MI 48107-8645  
Phone (734) 222-6760, Fax (734) 222-6764

### REQUEST FOR PROPOSAL

August 12, 2011

Washtenaw County Purchasing Division on behalf of the Washtenaw County Children's Services is issuing a Sealed Request for Proposal (RFP) #6636 for Food and Related Supplies.

**Sealed Proposals:** Consultant will deliver one (1) original and **two (2)** copies to the following address:

**Washtenaw County Purchasing Division  
220 N. Main St. Room B-35  
Ann Arbor, MI. 48107**

**by 4:00 p.m. on Tuesday, AUGUST 30, 2011.**

**This submission shall include the entire Request for Proposal document and any amendments if issued.**

**Proposals received after the above cited time will be considered a late bid and are not acceptable unless waived by the Purchasing Manager.**

- Please be sure the envelope is clearly marked "**SEALED RFP #6636**".
- Please direct purchasing and procedural questions regarding this RFP to Crystal A. Wake at **734-222-6761**.
- Please direct technical questions regarding this RFP to Kevin D. Mitchell at **734-973-4367** or at [mitchellk@ewashtenaw.org](mailto:mitchellk@ewashtenaw.org)

# RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

## I. PROPOSAL

**Definitions:** "County" is Washtenaw County in Michigan.

"Bidder" an individual or business submitting a bid to Washtenaw County.

"Contractor" One who contracts to perform work or furnish materials in accordance with a contract.

**Purpose of Proposal:** Provide Food and Related Supplies for Washtenaw County Children's Services.

All food will be delivered to 4125 Washtenaw Ave. Ann Arbor, MI 48108.

### **Proposal Terms:**

A. Washtenaw County reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected it will be the most advantageous regarding price, quality of service, the Contractors qualifications and capabilities to provide the specified service, and other factors which Washtenaw County may consider. The County does not intend to award a contract fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that contractor whose proposal is deemed to best meet the County's specifications and needs.

B. Proposals must be signed by an official authorized to bind the contractor to its provisions for at least a period of 60 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award. See Section III "Standard Provision for Contracts" for Washtenaw County contract requirements.

C. In the event it becomes necessary to revise any part of the RFP, addenda will be provided. Deadlines for submission of RFP's may be adjusted to allow for revisions. The entire proposal document with any amendments should be returned in triplicate. To be considered, original proposal and two copies must be at the County Purchasing Office on or before the date and time specified.

D. Proposals should be prepared simply and economically providing a straight-forward, concise description of the contractor's ability to meet the requirements of the RFP. Proposals shall be written in ink or typewritten. No erasures are permitted. Mistakes may be crossed out and corrected and must be initialed in ink by the person **signing** the proposal.

## RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

E. The price quotations stated in the bidder's proposal will not be subject to any price increase from the date on which the proposal is opened at the County Purchasing Office to the mutually agreed to date of award.

F. For price increases to be considered, the Purchasing division shall be notified in writing, by letter as well as a letter from the manufacturer 30 days prior to the increase taking effect.

G. The estimated quantity indicated on the Bid Sheet is an estimated approximation of the requirement and is not binding on the County. The County has the right to order any quantity which the responsible department manager or the Purchasing Division manager deem necessary.

H. In the event, the County receives two or more bids from responsive, responsible bidders, one or more of whom are Washtenaw County vendors and the bids are substantially equal in price, quality and service, the County shall award the contract to the most responsive, responsible Washtenaw County vendor. In addition, bids that identify locally grown Michigan produce, dairy and eggs will be given preference.

For purposes of this section, Washtenaw County vendor means a company which has maintained its principal office in Washtenaw County for at least six (6) months. Maintaining a Washtenaw County P.O. Box is not, in and of itself, sufficient to discretion under this section to determine if a company qualifies as a Washtenaw County vendor and if two or more bids are substantially equal.

### **II. PROPOSAL SPECIFICATIONS**

The proposal shall include all of the following information. Failure to do so could result in disqualification.

- A. State the vendor's qualifications, years in business, experience to provide the products required by Washtenaw County.
- B. State the number of food delivery trucks, and ability to provide food delivery on a 24-hour notice.
- C. At least four (4) current references for food deliveries of at least the dollar volume listed in the RFP. Include company name, contact name, phone number.
- D. Bank reference with name and phone number of contact person.
- E. State vendor's ability to provide Internet On-line ordering of items listed in the RFP. Include set-up requirements and maintenance requirements.

# RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

## **III. STANDARD PROVISIONS FOR CONTRACTS**

If a contract is awarded, the selected vendor will be required to adhere to a set of general contract provisions that will become a part of any formal agreement. These provisions are general principles that apply to all contractors of service to Washtenaw County such as the following:

### ARTICLE III - REPORTING OF CONTRACTOR

Section 1 - The Contractor is to report to *The Director of Children's Services* and will cooperate and confer with him/her as necessary to insure satisfactory work progress.

Section 2 - All reports, estimates, memoranda and documents submitted by the Contractor must be dated and bear the Contractor's name.

Section 3 - All reports made in connection with these services are subject to review and final approval by the County Administrator.

Section 4 - The County may review and inspect the Contractor's activities during the term of this contract.

Section 5 - When applicable, the Contractor will submit a final, written report to the County Administrator.

Section 6 - After reasonable notice to the Contractor, the County may review any of the Contractor's internal records, reports, or insurance policies.

### ARTICLE IV - TERM

This contract begins on **(MONTH, DAY, YEAR)** and ends on **(MONTH, DAY, YEAR)**.

### ARTICLE V - PERSONNEL

Section 1 - The contractor will provide the required services and will not subcontract or assign the services without the County's written approval.

Section 2 - The Contractor will not hire any County employee for any of the required services without the County's written approval.

Section 3 - The parties agree that the Contractor is neither an employee nor an agent of the County for any purpose.

Section 4 - The parties agree that all work done under this contract shall be completed in the United States and that none of the work will be partially or fully completed by either an offshore subcontractor or offshore business interest either owned or affiliated with the contractor. For purposes of this contract, the term, "offshore" refers to any area outside the contiguous United States, Alaska or Hawaii.

# RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

## ARTICLE VI - INDEMNIFICATION AGREEMENT

The contractor will protect, defend and indemnify Washtenaw County, its officers, agents, servants, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including legal fees, of whatsoever kind and nature which may result in injury or death to any persons, including the Contractor's own employees, and for loss or damage to any property, including property owned or in the care, custody or control of Washtenaw County in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this contract resulting in whole or in part from negligent acts or omissions of contractor, any sub-contractor, or any employee, agent or representative of the contractor or any sub-contractor.

## ARTICLE VII - INSURANCE REQUIREMENTS

The Contractor will maintain at its own expense during the term of this Contract, the following insurance:

1. Workers' Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of \$100,000 each accident for any employee.
2. Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. The County shall be added as "additional insured" on general liability policy with respect to the services provided under this contract.
3. Automobile Liability Insurance covering all owned, hired and nonowned vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No Fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage.

Insurance companies, named insureds and policy forms may be subject to the approval of the Washtenaw County Administrator, if requested by the County Administrator. Such approval shall not be unreasonably withheld. Insurance policies shall not contain endorsements or policy conditions which reduce coverage provided to Washtenaw County. Contractor shall be responsible to Washtenaw County or insurance companies insuring Washtenaw County for all costs resulting from both financially unsound insurance companies selected by Contractor and their inadequate insurance coverage. Contractor shall furnish the Washtenaw County Administrator with satisfactory certificates of insurance or a certified copy of the policy, if requested by the County Administrator.

No payments will be made to the Contractor until the current certificates of insurance have been received and approved by the Administrator. If the insurance as evidenced by the certificates furnished by the Contractor expires or is canceled during the term of the contract, services and related payments will be suspended. Contractor shall furnish the County Administrator's Office with certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to commencement of services under this contract. Certificates shall be addressed to the Washtenaw County c/o: INSERT DEPARTMENT & CR# \_\_\_\_\_, P. O. Box 8645, Ann Arbor, MI,

# RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

48107, and shall provide for 30 day written notice to the Certificate holder of cancellation of coverage.

## ARTICLE VIII - COMPLIANCE WITH LAWS AND REGULATIONS

The Contractor will comply with all federal, state and local regulations, including but not limited to all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.

## ARTICLE IX - INTEREST OF CONTRACTOR AND COUNTY

The Contractor promises that it has no interest which would conflict with the performance of services required by this contract. The Contractor also promises that, in the performance of this contract, no officer, agent, employee of the County of Washtenaw, or member of its governing bodies, may participate in any decision relating to this contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest. However, this paragraph does not apply if there has been compliance with the provisions of Section 3 of Act No. 317 of the Public Acts of 1968 and/or Section 30 of Act No. 156 of Public Acts of 1851, as amended by Act No. 51 of the Public Acts of 1978, whichever is applicable.

## ARTICLE X - CONTINGENT FEES

The Contractor promises that it has not employed or retained any company or secure this contract, and that it has not paid or agreed to pay any company or person, other than bona fide employees working solely for the Contractor, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting or person, other than bona fide employees working solely for the Contractor, to solicit from the award or making of this contract. For breach of this promise, the County may cancel this contract without liability or, at its discretion, deduct the full amount of the fee, commission, percentage, brokerage fee, gift or contingent fee from the compensation due the Contractor.

## ARTICLE XI - EQUAL EMPLOYMENT OPPORTUNITY

The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The Contractor will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The Contractor agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the Contractor, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

# RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

## ARTICLE XII - LIVING WAGE

The parties understand that the County has enacted a Living Wage Ordinance that requires covered vendors who execute a service or professional service contract with the County to pay their employees under that contract, a minimum of either \$11.05 per hour with benefits or \$ 12.96 per hour without benefits. Contractor agrees to comply with this Ordinance in paying its employees. Contractor understands and agrees that an adjustment of the living wage amounts, based upon the Health and Human Services poverty guidelines, will be made on or before April 30, 2012 and annually thereafter which amount shall be automatically incorporated into this contract. County agrees to give Contractor thirty (30) days written notice of such change. Contractor agrees to post a notice containing the County's Living Wage requirements at a location at its place of business accessed by its employees.

## ARTICLE XIII - EQUAL ACCESS

The Contractor shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

## ARTICLE XIV - OWNERSHIP OF DOCUMENTS AND PUBLICATION

All documents developed as a result of this contract will be freely available to the public. None may be copyrighted by the Contractor. During the performance of the services, the Contractor will be responsible for any loss of or damage to the documents while they are in its possession and must restore the loss or damage at its expense. Any use of the information and results of this contract by the Contractor must reference the project sponsorship by the County. Any publication of the information or results must be co-authored by the County.

## ARTICLE XV - ASSIGNS AND SUCCESSORS

This contract is binding on the County and the Contractor, their successors and assigns. Neither the County nor the Contractor will assign or transfer its interest in this contract without the written consent of the other.

## ARTICLE XVI - TERMINATION OF CONTRACT

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

## ARTICLE XVII - PAYROLL TAXES

The Contractor is responsible for all applicable state and federal social security benefits and unemployment taxes and agrees to indemnify and protect the County against such liability.

## ARTICLE XVIII - PRACTICE AND ETHICS

The parties will conform to the code of ethics of their respective national professional associations.



# RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

## ARTICLE XIX- CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by the County and the Contractor, will be incorporated into this contract by written amendments signed by both parties.

## ARTICLE XX - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

## ARTICLE XXI - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

## ARTICLE XXII – ELECTRONIC SIGNATURES

All parties to this contract agree that either electronic or handwritten signatures are acceptable to execute this agreement.

# RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

## **IV. TERMS AND CONDITIONS**

**Award:** Washtenaw County reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected it will be the most advantageous regarding price (See: "Low Bidder" following), quality of service, the Contractors' qualifications and capabilities to provide the specified service, and other factors which the County may consider.

The County does not intend to award a contract fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that contractor whose proposal is deemed to best meet the County's specifications and needs.

**Low Bidder:** Low Bidder will be based on lowest total aggregate price for all food items listed on the Bid sheet.

**Term of Contract:** The contract is for a one (1) year term. The contract could be extended for year two (2) and three (3) with the same terms and conditions if the County and the Contractor agree.

**Delivery Location:** The delivery location is:

Washtenaw County Youth Center  
4125 Washtenaw Avenue  
Ann Arbor, MI 48108

**Delivery:** If the Youth Center requests next day delivery the vendor will be able to supply the needed items by the following day. For example, if the County puts in the order by 3:00 PM on Monday then the delivery would be before 5:00 PM on Tuesday.

**Estimated Quantity:** The estimated total quantity indicated in the Bid Sheet is an approximation of one year's requirement and is not binding on the County. The County has the right to order any quantity that the responsible manager at the Juvenile Youth Center and/or the Manager, Purchasing Division deems necessary during the contract period.

**Bid Sheet:** Bidders are required to insert the **Each Unit Price and Total Price extension.**

**Unit of Measure** - is the unit by which the County will purchase the item, i.e., a case, box, bag, lot or each.

**Unit Price** - is the price of a single "unit of measure" i.e., price of a case, lot or each.

**Total price** - is the "Est. Qty." times the "Unit Price"

It is the intention for the County to consider and evaluate items of standard manufacture of highest quality only. The County reserves the right to determine if the items offered may be accepted as equal to the specifications.

# RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

## **Bid Sections:**

**Part A: FRESH PRODUCE** (indicate farm/region and availability range)

**Part B: FRESH FRUIT** (indicate farm/region and availability range)

**Part C: DAIRY** (indicate farm/region and availability range)

**Part D: BEVERAGES**

**Part E: BREAD**

**Part F: CHICKEN and TURKEY**

**Part G: BEEF and PORK**

**Part H: MEATS, MISC.**

**Part I: FROZEN BREADS**

**Part J: FROZEN VEGETABLE, FRUIT, MISC.**

**Part K: CANNED GOODS, Potatoes, Vegetables, Soups**

**Part L: PACKAGED/CANNED GOODS, Snacks, Mixes,**

**Part M: PACKAGED/CANNED GOODS, Sauce, Misc.**

**Part N: PACKAGED/CANNED GOODS, Misc.**

**Part O: PACKAGED/CANNED GOODS, Fruit, misc.**

**Part P: SPICES AND CONDIMENTS, misc.**

**Part Q: PAPER PRODUCTS/CLEANERS, misc.**

**Total Aggregate for all sections**

# RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

## Part A: FRESH PRODUCE

<u>Est.</u> <u>Qty</u>	<u>Description</u>	<u>Farm identification/ Availability:</u>	<u>Packing</u>	<u>Unit</u>	<u>Unit</u> <u>Price</u>	<u>Total</u> <u>Price</u>
10	Baking Potatoes	_____	10 lb	Bags	_____	_____
15	Broccoli	_____	18-20 lb	Box	_____	_____
5	Cabbage	_____	45-50 lb	Box	_____	_____
15	Carrots	_____	25 lb	Bags	_____	_____
10	Corn on the Cob	_____	48 Ears	Bushel/box	_____	_____
5	Cucumber	_____	20 lb	Bushel/carton	_____	_____
25	Tomatoes	_____	10 lb	Carton	_____	_____
5	Green Beans	_____	25 lb	Bushel/box	_____	_____
50	Lettuce, shredded Iceberg	<i>Identification not required</i>	5 lb	4/case	_____	_____
100	Lettuce mix, chopped Iceberg	<i>Identification not required</i>	5 lb	4/case	_____	_____
15	Onions	_____	10 lb	Bags	_____	_____
5	Peppers (Green/Red)	_____	10-12 lb	Bushel/box	_____	_____
5	Spinach	_____	80 oz	(8) 10 oz per case	_____	_____
5	Summer Squash	_____	20-25 lb	Case	_____	_____
5	Winter Squash (Acorn, Butternut)	_____	20-25 lb	Case	_____	_____
10	Sweet Potatoes	_____	40 lb	Bushel/box	_____	_____
5	Zucchini	_____	20 lb	Bushel/box	_____	_____
Alternate Packaging _____						

**Aggregate Part A:**

**\$** \_\_\_\_\_

**RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES**

**Part B: FRESH FRUITS**

<b>Est. Qty</b>	<b>Description</b>	<b>Farm identification/Availability:</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
60	Apples (Michigan varieties)	_____	100-120 count	case	_____	_____
40	Bananas	<i>Identification not required</i>	40 lb	case	_____	_____
5	Cantaloupe	_____	40 lb	case	_____	_____
57	Oranges	<i>Identification not required</i>	138 count	case	_____	_____
10	Dried Cherries	_____	10 lb	case	_____	_____
20	Grapes	_____	2 lb	bags	_____	_____
5	Muskmelon	_____	40 lb	case	_____	_____
20	Peaches	_____	138 count	case	_____	_____
30	Pears	_____	20-30 lb	box	_____	_____
10	Plums	_____	28 lb	½ bushel/box	_____	_____
2	Rhubarb	_____	10 lb	carton	_____	_____
2	Watermelon	_____	50-60 lb	carton	_____	_____
Alternate Packaging _____						

**Aggregate Part B:**

**\$ \_\_\_\_\_**

**RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES**

**Part C: DAIRY**

<b>Est. Qty</b>	<b>Description</b>	<b>Farm identification/Availability:</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
5	Cheese – Parmesan (grated)	<i>Identification not required</i>	5 lb	4/case	_____	_____
10	Cheese - American slices	<i>Identification not required</i>	5 lb	4/case	_____	_____
10	Cheese - American Swiss	<i>Identification not required</i>	5 lb	4/case	_____	_____
40	Cream Cheese	<i>Identification not required</i>	1 oz cups	100 per case	_____	_____
40	Eggs	_____	18 count	8/case	_____	_____
40	Ice Cream	<i>Identification not required</i>	5 gal	drum	_____	_____
15	Butter sticks	_____	1 lb	12/case	_____	_____
1137	Milk, Homogenized, 2%	_____	8 oz	32/case	_____	_____
59	Milk, Homogenized, Chocolate	_____	8 oz	32/case	_____	_____
294	Yogurt, Light, All Varieties	<i>Identification not required</i>	6 oz	12/case	_____	_____
20	String cheese	<i>Identification not required</i>	1 oz	168/case	_____	_____
Alternate Packaging _____						

**Aggregate Part C:**

**\$ \_\_\_\_\_**

# RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

## Part D: BEVERAGES

Est. Qty	Description	Brand Name	Packing	Unit	Unit Price	Total Price
80	Apple Juice, 100% unsweetened	_____	4 oz	72/case	_____	_____
162	Orange Juice, 100% unsweetened	_____	4 oz	72/case	_____	_____
Alternate Packaging _____						

**Aggregate Part D:** \$ \_\_\_\_\_

## Part E: BREAD

Est. Qty	Description	Brand Name	Packing	Unit	Unit Price	Total Price
25	Bun – Hot dog (whole wheat)	_____	6/pkg	12/case	_____	_____
68	Bun - Hamburger, plain (WW)	_____	12/pkg	10/case	_____	_____
30	Wheat Bread, sliced ½"	_____	loaf	7/case	_____	_____
Alternate Packaging _____						

**Aggregate Part E:** \$ \_\_\_\_\_

**RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES**

**Part F: CHICKEN and TURKEY**

<b>Est. Qty</b>	<b>Description</b>	<b>Brand Name</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
22	Chicken Breast - patty, breaded	_____	3.3 oz	100/case	_____	_____
69	Chicken Breast – Pre-cooked	_____	3 oz	60/case	_____	_____
50	Chicken Fajita Strips	_____	2.5 lb	4/case	_____	_____
102	Chicken BBQ Wings	_____	1.3 oz	15 lb/box	_____	_____
4	Chicken, Diced White/Dark	_____	10 lb	case	_____	_____
35	Chicken Nuggets, breaded	_____	/5 lb	case	_____	_____
72	Chicken Tenders: Cheesy Jalapeno	_____	2/5 lb	case	_____	_____
5	Turkey Breast, ground	_____	4/5 lb	case	_____	_____
8	Turkey, Breast, lunchmeat	_____	lb	4/case	_____	_____
Alternate Packaging _____						

**Aggregate Part F:**

**\$ \_\_\_\_\_**



**RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES**

**Part G: BEEF and PORK**

<b>Est. Qty</b>	<b>Description</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
19	Beef – Patty, ground, frozen 80/20 _____	2.5 oz	90/case	_____	_____
16	Beef - Ground bulk, 80/20, fresh _____	5 lb	6/case	_____	_____
27	Beef, Taco fill _____	5 lb	6/case	_____	_____
13	Pork - Chops, center-cut, 14/12a _____	4 oz	10 lb/case	_____	_____
3	Pork - Sausage, patties _____	1.5 oz	12 lb/case	_____	_____
Alternate Packaging _____					

**Aggregate Part G: \$ \_\_\_\_\_**

**Part H: MEATS, MISC.**

<b>Est. Qty</b>	<b>Description</b>	<b>Brand Name</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
11	Ham – lunchmeat _____		3 lb	4/case	_____	_____
32	Cod – Fillets, breaded 2-3 oz _____		10 lb	case	_____	_____
19	Polish Sausage _____		10 lb	case	_____	_____
14	All-Meat Franks, 8 x 1 _____		10 lb	case	_____	_____
Alternate Packaging _____						

**Aggregate Part H: \$ \_\_\_\_\_**

**RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES**

**Part I: FROZEN BREADS**

<b>Est. Qty</b>	<b>Description</b>	<b>Brand Name</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
66	Bagels, sliced, variety	_____	6 count	15/case	_____	_____
76	Muffins - Variety	_____	1.5 oz	3/24 packs	_____	_____
35	Dinner Roll – Whole Wheat	_____	6-12 count	case	_____	_____
24	Breadsticks – Cheese Filled	_____	3 oz	72/case	_____	_____
23	Frozen Pizza, Pepperoni	_____	6 in	9-6 count	_____	_____
15	Tortillas, flour, 8"	_____	24 count	72/case	_____	_____
			Alternate Packaging _____			

**Aggregate Part I:**

**\$ \_\_\_\_\_**

RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

**Part J: FROZEN VEGETABLE, STAPLE, MISC.**

<b>Est. Qty</b>	<b>Description</b>	<b>Brand Name</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
24	Potatoes - French Fried	_____	5 lb	6/case	_____	_____
11	Potatoes - Tater Tots	_____	5 lb	6/case	_____	_____
9	Alfredo Sauce, Pouch	_____	96 oz	4/case	_____	_____
10	Vegetable - Broccoli Florets	_____	12/2.5 lb	case	_____	_____
4	Vegetable – Mixed Vegetables	_____	1/30 lb	case	_____	_____
4	Vegetable – Peas	_____	1/30 lb	case	_____	_____
8	Vegetable – Corn	_____	6/4 lb	case	_____	_____
6	Vegetable – Green Beans	_____	1/30 lb	case	_____	_____
11	Entree – Chicken A La King	_____	5 lb	4/case	_____	_____
5	Entree – Mac-n-Cheese	_____	4.5 lb	4/case	_____	_____
20	Entree – Salisbury Steak	_____	4.5 lb	case	_____	_____
20	Entree – Lasagna	_____	6 lb	6/case	_____	_____
Alternate Packaging _____						

**Aggregate Part J:**

**\$ \_\_\_\_\_**

**RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES**

**Part K: CANNED GOODS –Potatoes, Vegetables, Soups**

<b>Est. Qty</b>	<b>Description</b>	<b>Brand Name</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
7	Potatoes Dehydrated - Pearl	_____	3.5 lb	6/case	_____	_____
5	Potatoes Dehydrated - Au Gratin	_____	2.5 lb	6/case	_____	_____
8	Vegetable - Baked Beans	_____	#10	6/case	_____	_____
5	Soup – Chicken Noodle	_____	50 oz can	12/case	_____	_____
4	Soup - Cream of Broccoli	_____	50 oz can	12/case	_____	_____
6	Soup - Cream of Celery	_____	50 oz can	12/case	_____	_____
1	Soup – Vegetable Beef	_____	50 oz can	12/case	_____	_____
6	Soup - Tomato	_____	50 oz can	12/case	_____	_____
11	Pasta, spaghetti (whole wheat)	_____	5 lb	2/case	_____	_____
24	Ravioli, Beef	_____	#10	6/case	_____	_____
6	Tuna, Light Chunk in Water	_____	66.5 oz	6/case	_____	_____
14	Stew, Beef	_____	#10	6/case	_____	_____
Alternate Packaging _____						

**Aggregate Part K:**

**\$ \_\_\_\_\_**

# RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

## Part L: PACKAGED/CANNED GOODS - Snacks and mixes

Est. Qty	Description	Brand Name	Packing	Unit	Unit Price	Total Price
20	Trail Mix (snack size)	_____	72-2 oz size	Case	_____	_____
80	Snack – Granola Bar (all varieties)	_____	12 each/box	10/case	_____	_____
10	Real dried fruit snacks	_____	5 lb	Case	_____	_____
15	Whole Wheat Crackers (Individually Wrapped)	_____	300/case	Case	_____	_____
Alternate Packaging _____						

**Aggregate Part L:** \$ \_\_\_\_\_

## Part M: PACKAGED/CANNED GOODS - Sauce, misc.

Est. Qty	Description	Brand Name	Packing	Unit	Unit Price	Total Price
20	Jelly cups, assorted	_____	.5 oz	200/case	_____	_____
12	Instant Rice	_____	24 oz	12/case	_____	_____
3	Pancake/Waffle Syrup	_____	1 gallon	4 case	_____	_____
10	Sauce – BBQ	_____	1 gallon	4/case	_____	_____
7	Sauce - Spaghetti, pouch	_____	106 oz	6/case	_____	_____
10	Salsa, Chunky Style	_____	.5 gallon	6/case	_____	_____
Alternate Packaging _____						

**Aggregate Part M:** \$ \_\_\_\_\_

**RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES**

**Part N: PACKAGED/CANNED GOODS - misc.**

<b>Est. Qty</b>	<b>Description</b>	<b>Brand Name</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
134	Cereal, Bowl pack, assorted	_____	96 ea	case	_____	_____
40	Cookies, chocolate chip/oatmeal	_____	10 lb	case	_____	_____
98	Breakfast Bars, Nutri-Grain, assorted	_____	16/1.3 oz	6/case	_____	_____
40	Rice Krispy Treats, original	_____	20 count	4/case	_____	_____
Alternate Packaging _____						

**Aggregate Part N:** \$ \_\_\_\_\_

**Part O: PACKAGED/CANNED GOODS - Fruit**

<b>Est. Qty</b>	<b>Description</b>	<b>Brand Name</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
11	Fruit - Cocktail, Light	_____	#10	6/case	_____	_____
20	Fruit - Peaches, Light, sliced	_____	#10	6/case	_____	_____
12	Fruit - Pears, Light, sliced	_____	#10	6/case	_____	_____
12	Fruit - Pineapple, Tidbits	_____	#10	6/case	_____	_____
15	Fruit - Mandarin Oranges	_____	#10	6/case	_____	_____
Alternate Packaging _____						

**Aggregate Part O:** \$ \_\_\_\_\_

**RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES**

**Part P: SPICES AND CONDIMENTS - misc.**

<b>Est. Qty</b>	<b>Description</b>	<b>Brand Name</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
1	Non-dairy Creamer	_____	24 oz	24/case	_____	_____
16	Honey - Individual packets	_____	.5 oz	200/case	_____	_____
41	Ketchup, Individual packets	_____	11 grams	500/case	_____	_____
16	Mustard, Yellow, Individual packets	_____	5.5 grams	1000/case	_____	_____
7	Relish, Sweet, Individual packets	_____	.5 oz	case	_____	_____
9	Mayonnaise, Individual packets	_____	12 grams	500/case	_____	_____
10	Salt, Iodized	_____	26 oz	24/case	_____	_____
17	Salad Dressing, Ranch Buttermilk	_____	1 gal	4/case	_____	_____
			Alternate Packaging _____			

**Aggregate Part P:**

**\$ \_\_\_\_\_**

**RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES**

**Part Q: PAPER PRODUCTS AND CLEANERS, misc.**

<b>Est. Qty</b>	<b>Description</b>	<b>Brand Name</b>	<b>Packing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
25	Gloves, Food Service, latex	_____	100 count	4/case	_____	_____
20	Paper Plates, Heavyweight 8.5 in	_____	125 count	4/case	_____	_____
15	Plastic Cups, 12oz transparent	_____	50 count	20/case	_____	_____
15	Dinner Napkins	_____	375 count	8/case	_____	_____
Alternate Packaging _____						

**Aggregate Part Q: \$ \_\_\_\_\_**



RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

State normal ordering format (include online ordering (if available), contact person/telephone #, fax #):

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Minimum order limits, if any:

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Return Policy:

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RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

TOTAL AGGREGATE FOR RFP

	<u>TOTAL</u>
Part A: PRODUCE.	\$ _____
Part B: FRUIT	\$ _____
Part C: DAIRY	\$ _____
Part D: BEVERAGES	\$ _____
Part E: BREAD	\$ _____
Part F: CHICKEN and TURKEY	\$ _____
Part G: BEEF and PORK	\$ _____
Part H: MISC. MEATS	\$ _____
Part I: FROZEN BREADS	\$ _____
Part J: FROZEN VEGETABLE, FRUIT, MISC.	\$ _____
Part K: CANNED GOODS, Potatoes, Vegetables, Soups	\$ _____
Part L: PACKAGED/CANNED GOODS, Snacks, Mixes	\$ _____
Part M: PACKAGED/CANNED GOODS, Sauce, Misc.	\$ _____
Part N: PACKAGED/CANNED GOODS, Misc.	\$ _____
Part O: PACKAGED/CANNED GOODS, Fruit, Misc.	\$ _____

RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

Part P: SPICES/CONDIMENTS, Misc. \$ \_\_\_\_\_

Part Q: PAPER PRODUCTS/CLEANERS, Misc. \$ \_\_\_\_\_

TOTAL AGGREGATE FOR ALL PARTS: \$ \_\_\_\_\_

RFP #6636 FOOD & SUPPLIES FOR CHILDRENS SERVICES

SIGNATURE PAGE

Signature _____	Company Name _____
Print Name _____	Company Address _____
Title _____	City _____ St. _____ Zip _____
Telephone # _____	Fax # _____
Federal Tax ID # _____	<b><u>Check the Box below verifying you are a Washtenaw County Business:</u></b> <input type="checkbox"/>

The above individual must be authorized to sign on behalf of company submitting proposal.

Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 90 days.