

Covington County Schools  
Small Wares: Request for Quote  
Quote Due: Thursday, July 12, 2018

**CHILD NUTRITION PROGRAM – REQUEST FOR QUOTE**  
**Covington County Schools**  
**Small Wares**

The Covington County Schools (CCS) Child Nutrition Program will accept quotes until **3:00 p.m. on Thursday, July 12, 2018** for **Small Wares** for our (7) seven cafeterias in accordance to the enclosed conditions and specifications. Any and all requests for substitutions from approved brands listed shall be submitted in writing for approval at least (10) ten working days prior to quote deadline.

All bidders must make proposal in accordance with the requirements and specifications listed in the documents below, or quote will not be considered. Envelopes containing required quote documents should be sealed and clearly marked **“CNP Quote: Small Wares”** and addressed to Covington County Board of Education, Attn: Child Nutrition Program, 807 C. C. Baker Avenue, Andalusia, Alabama 36421. Please allow ample time for delivery by the postal service. Quotes received late will not be considered. Quotes may be hand delivered to the Covington County Board of Education Office, 807 C. C. Baker Avenue, Andalusia, Alabama. If you are unable to quote, please let it be known in writing. Otherwise, you may be considered an uninterested bidder and your company subject to removal from the approved vendor list.

The CCS Child Nutrition Program reserves the right to reject any and/or all quotes or any part thereof, to waive technicalities or informalities and to award the contract to other than the low bidder.

Questions concerning this Invitation to Quote should be directed to the Child Nutrition Program Coordinator, Carrie Patterson @ 334-427-3830 or email: [carrie.patterson@cov.k12.al.us](mailto:carrie.patterson@cov.k12.al.us).

**Covington County Schools**  
**Small Wares: Request for Quote**  
**Quote Due: Thursday, July 12, 2018**

Item	Amount	Description	Quote Price
Oven Mitts	2 ea	BestGuard™ or approved equal 17" long, elbow length, protects to 425°, fire retardant	\$ _____
Oven Mitts	2 ea	BestGuard™ or approved equal 15" long, elbow length, protects to 425°, fire retardant	\$ _____
2 oz serving spoon/ladle Perforated	2 ea	Spoodle® or approved equal, 2 oz. Perforated stainless color coded w/ Grip 'n Serv plastic handle, equipped with Agion®- nature's Antimicrobial protection, 11 11/16" long, 2 3/8" diameter bowl, USA made	\$ _____
2 oz serving spoon/ladle Solid	2 ea	Spoodle® or approved equal, 2 oz. Solid stainless color coded w/ Grip 'n Serv plastic handle, equipped with Agion®- nature's Antimicrobial protection, 11 11/16" long, 2 3/8" diameter bowl, USA made	\$ _____
4 oz serving spoon/ladle Perforated	2 ea	Spoodle® or approved equal, 4 oz. Perforated stainless color coded w/ Grip 'n Serv plastic handle, equipped with Agion®- nature's Antimicrobial protection, 12 11/16" long, 3 3/8" diameter bowl, USA made	\$ _____
4 oz serving spoon/ladle Solid	2 ea	Spoodle® or approved equal, 4 oz. Solid stainless color coded w/ Grip 'n Serv plastic handle, equipped with Agion®- nature's Antimicrobial protection, 12 11/16" long, 3 3/8" diameter bowl, USA made	\$ _____
6 oz serving spoon/ladle Solid	2 ea	Spoodle® or approved equal, 6 oz. Solid stainless color coded w/ Grip 'n Serv plastic handle, equipped with Agion®- nature's Antimicrobial protection, 12 15/16" long, 3 5/8" diameter bowl, USA made	\$ _____
6 oz serving spoon/ladle Perforated	3 ea	Spoodle® or approved equal, 6 oz. Solid stainless color coded w/ Grip 'n Serv plastic handle, equipped with Agion®- nature's Antimicrobial protection, 12 15/16" long, 3 5/8" diameter bowl, USA made	\$ _____

**Covington County Schools**  
**Small Wares: Request for Quote**  
**Quote Due: Thursday, July 12, 2018**

Measuring Cup Plastic 1 Cup	2 ea	Cambro Camwear® (25MCCW135) Measuring Cup or approved equal, 1 Cup, Dry Measure, clear, polycarbonate handle, dishwasher safe	\$ _____
Measuring Cup Plastic 1 Quart	2 ea	Cambro Camwear® 100MCCW135 Measuring Cup or approved equal, 1 Quart, clear, polycarbonate handle, dishwasher safe	\$ _____
Paring Knife 3-1/4"	5 ea	Dexter Russell Sani-Safe® (15303) or approved equal 3-1/4" Cook's Style Parer, stain-free, high-carbon-, steel blade, textured, polypropylene handle	\$ _____
Boning Knife 6"	2 ea	Dexter Russell Sani-Safe® (01543) or approved equal 6" Flexible Boning Knife, stain-free, high-carbon-, steel blade, textured, polypropylene handle	\$ _____
Scraper Spatula 13-5/8"	1 ea	Vollrath (52013) Spatula, Plastic or approved equal 13 5/8", white w/ thermoplastic blade & polypropylene handle, dishwasher safe,	\$ _____
Scraper Spatula 10"	2 ea	Vollrath (52010) Spatula, Plastic or approved equal 10", High-temp, non-scratching, non-staining blade, resists heat up to 500°, polypropylene handle, dishwasher safe	\$ _____
Disher/Scoop #6	3 ea	Vollrath (47139) Dish or approved equal equipped Agion®-nature's antimicrobial protection, size 6, stainless w/plastic handle, 5-1/3 oz. capacity	\$ _____
Disher/Scoop #8	2 ea	Vollrath (47140) Dish or approved equal equipped Agion®-nature's antimicrobial protection, size 8, stainless w/plastic handle, 4 oz. capacity	\$ _____
Disher/Scoop #16	4 ea	Vollrath (47153) Dish or approved equal Size 16, stainless, universal squeeze handle, 2 oz capacity	\$ _____
Sandwich Spreader 3-1/2"	4 ea	Dexter Russell Sandwich Spreader (S173SC-PCP) Sani-Safe® or approved equal 3-1/2", stainless steel offset blade, textured, polypropylene, dishwasher safe	\$ _____

**Covington County Schools**  
**Small Wares: Request for Quote**  
**Quote Due: Thursday, July 12, 2018**

Turner 2-1/2"	4 ea	Dexter Russell Mini-Turner (16193) Sani-Safe® or approved equal 2-1/2", stainless steel blade, textured, polypropylene, dishwasher safe	\$ _____
Wire Whip French 12"	2 ea	Vollrath Wire Whip, French (47091) or approved equal, 12" long, one-piece handle, heat resistant up to 475°, textured handle with end knob, stainless wires	\$ _____
Wire Whip Piano 12"	2 ea	Vollrath Wire Whip Piano (47003) or approved equal 12" long one-piece handle, heat resistant up to 475°, textured handle with end knob, stainless wires	\$ _____
Strainer, Colander 11 Qt	1 ea	Vollrath (68298) Strainer, Colander or approved equal 11 Quart Aluminum	\$ _____
Wire Grate	1 ea	Vollrath (20328) Wire Grate or approved equal for steam table pan, 1/3 size, stainless	\$ _____
Color Coded Cutting Board Set	1 ea	Carlisle (1088000) Sparta® Spectrum® or approved equal Cutting Boards, 12" x 18" x 1/2", high density polyethylene pack includes (1) Blue, (1) Green, (1) Red, (1) Tan, (1) White, (1) Yellow with color-coded cross-contamination chart included	\$ _____
Pan, Steam Table Stainless 1/2 size Long 2 1/2" Deep	2 ea	Vollrath (30562) Pan Steam Table Stainless or approved equal Super Pan II, 1/2 size long, 2-1/2" deep, 300 Series, Stainless Steel	\$ _____
Pan, Steam Table Stainless 1/2 size Long 4" Deep	2 ea	Vollrath (30542) Pan Steam Table Stainless or approved equal Super Pan II, 1/2 size long, 4" deep, 300 Series, Stainless Steel	\$ _____
Pan, Steam Table Stainless 1/3 size Long 4" Deep	4 ea	Vollrath (30342) Pan Steam Table Stainless or approved equal Super Pan II, 1/3 size long, 4" deep, 300 Series, Stainless Steel	\$ _____
Bun Pan/Sheet Pan	10 ea	Vollrath (9001) Bun Pan or approved equal sheet pan, 17-3/4" x 25-3/4" x 1" deep, 16 gauge aluminum alloy, natural finish	\$ _____
Roast Pan	10 ea	Vollrath (38357) Pan, Roast or approved equal bake & roast pan, 15 qt. w/o handles, aluminum, satin finish, 25-3/4" x 17-3/4" x 2-1/4" deep	\$ _____

**Covington County Schools**  
**Small Wares: Request for Quote**  
**Quote Due: Thursday, July 12, 2018**

Squeeze Bottle	1 ea	Vollrath (52063) Squeeze Bottle or approved equal, 12 oz. Clear Plastic	\$ _____
Refrigerator/Freezer Thermometer	12 ea	Fluke Electronics (Comark) (RFT2AK) Refrigerator/Freezer Thermometer or approved equal temperature range -20°-80° F, hangs or stands, color-coded zones, stainless steel construction	\$ _____
Oven Thermometer	12 ea	Fluke Electronics (Comark) (EOT1K) Oven Thermometer or approved equal temperature range 100°-600° F, hangs or stands, stainless steel construction	\$ _____
Window/Wall Thermometer	2 ea	Cooper-Atkins (250-0-1) Window/Wall Thermometer or approved equal, 5" diameter, dial temperature range -40° to 120° F	\$ _____
Trash Container 44 Gallon	3 ea	Continental Commercial Products (4444 GY) Trash Container or approved equal Huskee Container, 44-gallon capacity, 31-1/2" x 24" diameter, round, general purpose waste, without lid, grey	\$ _____
Dolly, Garbage Can	3 ea	Continental Commercial Products (3255) Garbage Can Dolly or approved equal for all round Huskee containers, 5" x 18" diameter, (5) 3", non-marking	\$ _____
Mop Bucket/Wringer	1 ea	Mop Bucket/Wringer Combination, 35 qt. oval bucket, SW7 downpress wringer, caution symbol, 3" casters, non-marking	\$ _____
Shipping		Please include any shipping charges that will accompany this order.	\$ _____

**All quotes must be received by the end of the work day on Thursday, July 12, 2018. Please return quote by email to [Jill.Clark@cov.k12.al.us](mailto:Jill.Clark@cov.k12.al.us) or quotes may also be mailed to:**

**Covington County Board of Education**  
**Attn: Child Nutrition Program/Quote: Small Wares**  
**807 C. C. Baker Avenue**  
**Andalusia, Alabama 36421**

Covington County Schools  
Small Wares: Request for Quote  
Quote Due: Thursday, July 12, 2018

For questions concerning specifications please contact Carrie Patterson at 334-427-3830 or Jill Clark at 334-427-3832.

**Please state time frame for delivery once purchase order is generated:**

---

**Please state company return policy:**

---

I certify by my signature below that the terms and conditions of this bid are understood and accepted, and that I have the authority to obligate the company listed below to perform under the conditions outlined in the attached invitation to Quote.

---

Signature

Printed Name

---

Email Address (please print)

---

Company Name (please print)

Business License#

---

Address

City, State, Zip

---

Date

**Covington County Schools**  
**Small Wares: Request for Quote**  
**Quote Due: Thursday, July 12, 2018**

**GENERAL SPECIFICATIONS & TERMS**

The bidder shall comply with all requirements contained herein. The submittal of a quote indicates the bidder's agreement to all terms and conditions of this Invitation to Quote.

This contract shall be governed in all respects as to validity, construction, capacity, performance or otherwise by the laws of the State of Alabama. Contractors providing service under this Invitation to Quote, herewith, assures the school system that they are conforming to the provisions of the Civil Rights Act of 1964, as amended. Contractors shall comply with Executive Order 11246, entitled "Equal Employment Opportunity", as amended by Labor regulations (41 CFR Part 60). Contractor shall comply with applicable federal, state and local laws and regulations pertaining to wages, hours and conditions of employment.

**DUTY TO EXAMINE**

It is the responsibility of each bidder to examine the entire solicitation, to seek clarification in writing, and to check its offer for accuracy before submitting the offer. Lack of care in preparing an offer shall not be grounds for withdrawing the offer after the invitation closes should it give rise to any contract claim.

**CLEAN AIR/ CLEAN WATER STATEMENT**

Compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)) Clean Air and Water Certification. Contractor certifies that none of the facilities it uses to produce goods provided under the Contract are on the Environmental Protection Authority (EPA) List of Violating Facilities. Contractor will immediately notify the CCS Child Nutrition Program of the receipt of any communication indicating that any of Contractor's facilities are under consideration to be listed on the EPA List of Violating Facilities.

**REJECTION OR DISQUALIFICATION OF BIDS**

1. A bid that is incomplete, obscure, conditioned or contains additions not called for or irregularities of any kind, including alterations or erasures which are not initialed, may be rejected as non-conforming.
2. The CCS Child Nutrition Program reserves the right to disqualify bids upon evidence of collusion with intent to defraud or other illegal practices upon the part of the Bidder.
3. Issuance of this Invitation to Quote does not constitute a commitment by the CCS Child Nutrition Program to award a contract. The CCS Child Nutrition Program reserves the right to accept or reject, in whole or part, all quotes submitted and/or cancel this solicitation if it is determined to be in the best interest of the CCS Child Nutrition Program.
4. Any Bidder who has demonstrated poor performance during a current or previous Agreement with the Board may be considered a non-responsible Bidder and their bid may be rejected. The CCS Child Nutrition Program reserves the right to exercise this option as is deemed proper and/or necessary.

**Covington County Schools**  
**Small Wares: Request for Quote**  
**Quote Due: Thursday, July 12, 2018**

5. The CCS Child Nutrition Program reserves the right to accept or reject any or all quotes, or to accept part of a quote without accepting the whole thereof, or to accept such quote as they deem to be in the best interest of the Board of Education.

**AWARD DETERMINATION**

Quote will be awarded to the lowest responsive and responsible bidder(s) meeting terms and conditions outlined in this invitation. It is not the policy of the CCS Child Nutrition Program to award on the basis of low price alone. Quality and suitability to purpose are factors, in addition to past performance.

Contract for services related to this Invitation to Quote will be put into effect by issuance of purchase order after tabulations are compiled, evaluated and approved by the CCS Child Nutrition Program. **Extension Option:** The CCS Child Nutrition Program reserves the right to purchase additional quantities of listed items from the successful bidder at the same pricing structure, provided mutual agreement by both parties, for a period of 90 days from initial CCS Child Nutrition Program approval.

**BID PRICING & METHOD OF PAYMENT**

The successful Bidder warrants that the bid price(s) bid shall be firm through the bid process and until the time the award is made, at which time prices shall remain firm and fixed for the entire contract period. All bid prices must include all charges for packing and transporting to the individual schools listed at the addresses on the attached sheet. Covington County Schools are exempt from all sales and use taxes under the provisions of Title 40, Chapter 23, and section 4 (15) Code of Alabama 1975. Sales tax shall not be included in prices.

The CCS Child Nutrition Program will make payment within thirty (40) days of receipt of the invoice for properly received goods and services after inspection and acceptance of the equipment by the CCS Child Nutrition Program. Where partial delivery is made, invoice for such part shall be made upon delivery, and payment made within thirty (40) days under conditions as above. Advance billings are not allowed. Invoices, at minimum, shall consist of the following information:

1. School of delivery
2. Item description and cost
3. Extended cost for total quantity purchased
4. Total cost of all equipment purchased
5. Purchase Order Number, if applicable

**REMEDY FOR NON-PERFORMANCE/ TERMINATION OF CONTRACT**

Covington County Board of Education reserves the right, at any time and for its convenience, to terminate the contract in whole or in any separable part by written notice to vendor. Such notice shall be provided at least thirty (30) days prior to the intended termination date. Vendor shall be compensated for Goods accepted and for Services performed in accordance with the provisions of the contract up to the effective date of termination, less any payments previously made by the Board/Child Nutrition Program for such Goods or Services, but in no event shall vendor be entitled to recover loss of profits.



**Covington County Schools**  
**Small Wares: Request for Quote**  
**Quote Due: Thursday, July 12, 2018**

In the event that either the vendor or the Covington County Board of Education defaults in the performance of any obligation specified in the contract, the non-defaulting party shall notify the other party in writing and may suspend the contract, in whole or in part, pending remedy of the default. If such default is not remedied within fifteen (15) days from the date of receipt of such notice or if the other party is diligently attempting to cure such default but is unable to cure such default within thirty (30) days from the date of receipt of such notice, then the non-defaulting party shall have the right to terminate the contract immediately by providing written notice of termination to the other party.

**RECORD RETENTION AND ACCESS CLAUSE**

The successful bidder agrees to retain all books, records and other documents relative to this agreement for five (5) years after final payment for audit purposes and to make said records available upon request.

**DEBARMENT CERTIFICATION - INSTRUCTIONS**

- (1) By signing and submitting this form, the prospective primary participant is providing the certification set out on page 1 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 or agency determined to enter into this 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 or default.
- (4) The prospective primary participant shall provide immediate written notice to the department or agency to which 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," "debarred," "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, at 2 C.F.R. Parts 180 and 417. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

**Covington County Schools**  
**Small Wares: Request for Quote**  
**Quote Due: Thursday, July 12, 2018**

- (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 determines the eligibility of its principals. Each participant may, but is not required to, check the System for Award Management (SAM) database.
- (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.

**U.S. DEPARTMENT OF AGRICULTURE**  
**Certification Regarding Debarment, Suspension,**  
**Ineligibility and**  
**Voluntary Exclusion - Lower Tier Covered Transactions**

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552(a), as amended).

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 C.F.R. § 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

**Covington County Schools**  
**Small Wares: Request for Quote**  
**Quote Due: Thursday, July 12, 2018**

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON PREVIOUS PAGE)**

A. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, or proposed for debarment, declared ineligible, or voluntarily  
excluded from covered transactions by any Federal department or agency;
2. 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;
3. 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 (A.2.) of this  
certification; and
4. 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.

B. 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.

<hr/> <b>Organization Name</b>	<hr/> <b>Small Wares Project Name</b>
<hr/> <b>Printed Name of Authorized Representative</b>	<hr/> <b>Title</b>
<hr/> <b>Signature of Authorized Representative</b>	<hr/> <b>Date</b>

**Covington County Schools**  
**Small Wares: Request for Quote**  
**Quote Due: Thursday, July 12, 2018**

**Nondiscrimination Statement:** In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. 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 Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and 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: (1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) Fax: (202) 690-7442; or (3) Email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

**Privacy Act Statement:** The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The last four digits of the social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.