

SAN ANGELO INDEPENDENT SCHOOL DISTRICT
Child Nutrition Department
Kim Carter, Director
305 Baker, San Angelo, Texas 76903-7030
Phone (325) 659-3615 Fax (325) 658-4353

Meat & Frozen Food Competitive Sealed Proposal #17-11

April 5, 2016

Dear Bidders:

The San Angelo Independent School District will receive sealed bids on Meat & Frozen Food for the 2016-17 school year. This is for the period of July 1, 2016 through June 30, 2017.

All bids will be received until 11:00 AM, Wednesday, May 4, 2016. Any proposal received after that time and date will be returned unopened and not considered. The District invites bidders to be present at the bid opening. Please mail or deliver all bids to:

Child Nutrition Department
Attn: Jason A. Henry, Purchasing Coordinator
San Angelo Independent School District
305 Baker
San Angelo, Texas 76903

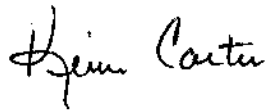
Please mark your envelope as follows: **SEALED BIDS - MEAT & FROZEN FOOD, COMPETITIVE SEALED PROPOSAL #17-11, OPEN 11:00 AM, May 4, 2016**. All bids must be submitted on the "Bid Sheet" provided.

The District reserves the right to reject any and/or all proposals. To make awards as they may appear to be advantageous to the District and to waive all formalities in bidding.

The District will not accept bids without proper signature.

Your proposal will be appreciated.

Sincerely,



Kim Carter
Child Nutrition Director

Sincerely,



Jason Henry
CN Purchasing Coordinator

Signature Page

The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other Bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

Company _____

Address _____

City _____ State _____ Zip Code _____

Telephone _ (____) _____ 1-800- _____

Fax _ (____) _____

Bidder (Signature) _____ Date _____

Bidder (Print Name) _____

Position with Company _____

E-mail Address of Bidder _____

Signature of Company

Official Authorizing this Bid _____

Company Official (Print Name) _____

Official Position _____

The U.S Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish).

USDA is an equal opportunity provider and employer.

**THIS DOCUMENT MUST BE COMPLETED, SIGNED AND
RETURNED IN SEALED PROPOSAL PACKAGE**



******* IMPORTANT SUBMITTAL INFORMATION *******

Please duplicate the appropriate label and affix to the outside of your sealed bid envelope or sample case/envelope. Vendor's name and return address should be printed on the sealed bid envelope or sample case/envelope.

Do not include any samples in the sealed bid envelope.

FOR SAMPLES

SAMPLES

San Angelo ISD Child Nutrition Department
305 Baker Street
San Angelo, TX 76903

Attn: Jason Henry, Purchasing Coordinator

Bid: Meat & Frozen Food Bid #17-11
Samples Due: April 28, 2016

Labels must accompany all samples.

SAMPLES

FOR SEALED BIDS

SEALED BID

San Angelo ISD Child Nutrition Department
305 Baker Street
San Angelo, TX 76903

Attn: Jason Henry, Purchasing Coordinator

Bid: Meat & Frozen Food Bid #17-11
Bid Deadline: OPEN 11:00 AM, May 4, 2016

SEALED BID

It is your responsibility to meet the submittal requirements. We recommend that you verify the label data with the title page; the latter prevails.

SAN ANGELO INDEPENDENT SCHOOL DISTRICT
Child Nutrition Department
Kim Carter, Director
305 Baker, San Angelo, Texas 76903-7030
Phone (325) 659-3615 Fax (325) 658-4353

FROZEN FOOD
Bid #17-11
Forms Checklist

- Page 2 – Signature page
- Page 4 – Check List
- Page 10 & 11 – Vendor Acknowledgment Forms
- Page 13 – Disclosure of Lobbying Activities – Signature box
- Page 14 – Conflict of Interest Questionnaire
- Page 15 – W-9
- Page 16 – **Notarized** Statement
- Page 17 – 22 – Bid Forms

- Nutritional Labels and Ingredient Labels attached for ALL products bid

Company

Signature

Printed Name

Date

Mandatory Forms For Bid Acceptance
Failure To Complete, Sign & Return Will
Result In Rejection Of Bid

General Conditions for Meat & Frozen Food Bid

1. **APPLICABILITY** – These conditions are applicable and form a part of the contract documents for each purchase order and a part of the terms of each purchase order for items included in the specifications and bid forms issued herein.
2. **BIDS SHALL BE SUBMITTED ON THESE FORMS.** Failure to supply all required forms in this packet will prevent the bid from being considered for award. Deviations to the General Conditions and/or Specifications shall be conspicuously noted in writing by the bidder and shall be included with the bid.
3. **ALTERNATE BID** – If necessary, shall be written on a separate sheet and attached to the bid form provided. Each alternate must be clearly marked and variance from specifications noted.
4. **RIGHT TO REMEDY** Failure to notify SAISD Child Nutrition Office of deviations in schedules or quantities will allow SAISD the option to purchase product from another source. If a company defaults on any item, the item will be awarded to the next lowest bidder meeting specifications. Any increases in prices that are incurred by SAISD to secure these products may be charged to the defaulting company that received the original bid award.
5. **VENDORS WHO DO NOT BID** are requested to notify the San Angelo Independent School District Child Nutrition Department in writing if they wish to receive future bids. Failure to do so may result in their being deleted from our vendor list.
6. **CONTRACTS** (except those of \$10,000 or less) awarded by School Food Authorities shall include a provision to the effect that the State agency or School Food Authority, the Department, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the contractor which are directly pertinent to the program for the purpose of making audits, examination, excerpts, and transcriptions.
7. **TAX EXEMPT** - No charge will be allowed for Federal, State, or City taxes for which the Board of Education is exempt. The price bid shall be net and shall not include the amount of any such tax. Exemption certificate, if required, will be furnished on forms provided by the vendor.
8. **FAX BIDS** or EMAILED BIDS - Will not be accepted.
9. **FELONY CONVICTION NOTICE** must be completed and returned with this bid.
10. All Small Business and Minority Firms, Women's Business Enterprises, and Labor Surplus Area firms are especially invited to submit Proposals
11. **QUESTIONS** concerning this bid shall be addressed to the San Angelo I.S.D. Child Nutrition Department.

Additional General Conditions for Meat & Frozen Food Bid

12. **PERIOD** – This proposal begins on July 1, 2016 and continues thru June 30, 2017. Bid prices submitted must remain firm for the entire bid period.

Proposals received after the time and date specified, regardless of cause, will not be considered. Such late bids will be returned to the bidder upon the submission of a written request. PLEASE complete all blanks for each item number.

Proposals must be submitted in a sealed envelope, plainly marked with the company's name, product bid, opening date and time. Bids received without proper signature will not be accepted.

The District reserves the right to waive formalities and irregularities and to accept or reject each item separate or as a whole.

13. **PRICES** – shall be net, including transportation and delivery charges fully prepaid by the vendor, F.O.B. SAISD Warehouse. All prices must be typed or written in ink. Bids written in pencil will not be accepted.

14. **EVALUATION OF PROPOSALS** – It is not the policy of the San Angelo I.S.D. to purchase on the basis of low bids alone. In evaluating bids submitted, the following considerations will be taken into account: price, quality, suitability for the intended use, probability of continuous availability, vendor's service and date of proposed delivery and placement. This bid will be awarded by line item.

15. **TIE BID** – In the case of a tie bid between a local company (in San Angelo) and an out-of-town company, the item will be awarded to the local company.

16. **PACKAGING** – All items must be securely packed in uniform containers, adequately marked as to content, and must be delivered without damage or breakage. Open containers will not be accepted. No charge will be allowed for cases, boxes, etc., or for freight expense, or cartage. No empty cases or boxes will be returned to the vendor; however, such containers may be removed by the bidder at his own expense.

17. **SPECIFICATIONS** have been developed by the District to show minimal standards as to the usage, materials, and contents based on our needs.

18. **NUTRITIONAL LABELS** - Nutrition Labels, Ingredient Labels and a signed Product Analysis/ Product Formulation Statement must be attached for all products submitted on this Proposal.

19. **CN LABEL** or product analysis sheet is required for all meat products.

20. **IMPORTED BEEF** is illegal for purchase by the district according to Import Beef Act, Article 4476-6a V.C.S., and the Rules and Regulations adopted by the Texas Board of Health Resources as authorized by the ACT HB #318, Acts 1975, 64th Legislature. If products are found to be imported after purchase, a State fine will be paid by the vendor.

21. **STATE OF DELIVERY** must be frozen. Maximum internal temperature of products must be +10° F. Products must not be frozen more than once.

22. **PACK** – It is very important to indicate pack as packaging may vary between companies.

23. **PRIVATE** – When bidding “Private Label Products” please identify the packer.

24. **MINIMUM SHIPMENT REQUIREMENTS:** Quantities will be delivered in amounts requested. Alternate bids may be submitted for increases in quantities due to shipping requirements if a company so desires. Evaluations will be based on storage availability and price.

25. **DELIVERIES** required in this bid shall be a drop shipment, freight prepaid, F.O.B. destination, 305 Baker, San Angelo, Texas. Bid prices shall include all freight and delivery charges.

Products will be delivered during the specified week and in the specified quantity as listed in the delivery schedule. Vendors shall keep the district advised of the status of orders, as failure to meet delivery dates may result in removal from the approved bidders list.

Bulk materials are to be placed on pallets on the receiving platform as directed by the receiving clerk. All products **MUST BE** delivered on a 40" x 48" standard wood pallet. Pallets are exchangeable, if desired. If a supplier fails to ship on pallets, 10% will be deducted from the invoice amount to cover handling charges OR the shipment will be refused.

All deliveries must be prescheduled with the Child Nutrition Office. Deliveries will be accepted between the hours of 7:00 AM and 2:00 PM.

26. **SUPPLIERS** are expected to carry sufficient inventories to cover the needs of the District.
27. **NONPERFORMANCE OF CONTRACT** - The District reserves the right to cancel the entire contract with a ten (10) day notice in the event:
- any item is not delivered according to the specifications and/or bid price
 - delivery is not made within the specified time period.
 - product quality is not acceptable.

28. **QUANTITIES REQUIRED** are substantially correct. The District reserves the right to purchase additional quantities above that stated at the same unit price unless otherwise specified by the bidder. Quantities may increase/decrease due to the receipt of Commodities.

Quantities will be delivered in amounts requested. Alternate bids may be submitted for increases in quantities due to shipping requirements if a company so desires. Evaluations will be based on storage availability and price.

Bulk materials are to be placed on pallets on the receiving platform as directed by the receiving clerk. Delivery dates are listed on the Delivery Schedule.

29. **QUALITY** of products will be tested for acceptability as per bid specifications. Selection will be based on testing. The decision of the Child Nutrition Department regarding the quality and acceptability will be final.

Products delivered must have been processed in the current year. All products must be dated as to the date processed so it may be easily understood.

Out-dated items and items not meeting specifications will be refused and returned to the vendor at the vendor's expense.

30. **SAMPLES** shall be delivered or mailed by the bidder to the attention of the Purchasing Coordinator, 305 Baker, San Angelo, Texas 76903. Each sample shall be clearly tagged to show the bidder's name, address, bid title, and bid item for which the sample is proposed. Samples are to be sent at **NO CHARGE**.

*All samples must include Nutrition Labels, Ingredient Labels and a signed Product Analysis/ Product Formulation Statement. Samples will not be considered without these documents. Samples must be FULL cases. Samples must be received by **April 28, 2016**.*

If bidding products that are not listed as Approved, a sample is required.

Alternate bids may be considered if samples have been received by the Child Nutrition Office and time limits allow for proper brand approval.

If samples are received and approved after the date of this mailing, the San Angelo I.S.D. is not responsible for informing vendors that they can bid this newly approved product (even if the product is not listed on this mailing). The company sending the sample will be responsible for informing others that the product is approved and may be considered for this bid period. The San Angelo I.S.D. will award bids to approved products (even if they are not on this list).

31. **TESTING** – All products will be tested upon delivery for wholesomeness, quality, grade, texture, appearance, and flavor. The vendor will be notified by the Child Nutrition Department if any portion of the specified shipment does not meet specification for quality and/or wholesomeness.

It will then be the responsibility of the vendor to pick up the entire shipment within thirty (30) days after receipt of notification by certified mail. If the product is not picked up within thirty (30) days, it will be destroyed by the District. The San Angelo I.S.D. reserves the right to purchase the specified product elsewhere and charge the increase in price, and cost of handling, if any, to the contractor.

32. **CONTRACTS FOR PURCHASE** will be put into effect by a purchase order(s) executed by the Child Nutrition Director after bids have been awarded. This bid will be submitted to the **School Board on June 20, 2016**. Purchase Orders will be mailed thereafter.

A summary of this bid may be found after the School Board approval on the SAISD website.
<http://www.saisd.org/Departments/FoodServices/bids.asp>

Purchase Orders will be issued to companies awarded the bid per item. Number of Purchase Orders will be determined by scheduled delivery of products. All products scheduled to be delivered prior to August 31, 2016 will be placed on a separate purchase order from items delivered after September 1, 2016.

33. **INVOICES** shall have all items received listed. Invoices will be verified and signed by the receiving department.

34. **STATEMENTS** are to be mailed monthly to:

San Angelo Independent School District
Child Nutrition Department
305 Baker
San Angelo, Texas 76903-7030

35. **BUY AMERICAN PROVISION** – Schools and RCCIs participating in the NSLP and SBP are required by law to use nonprofit SNP funds, to the maximum extent practicable, to buy domestic commodities or products for meals served under the NSLP and SBP. A “domestic commodity or product” is defined as one that is either produced in the U.S. or is processed in the U.S. *substantially* using agricultural commodities that are produced in the U.S. The term “substantially” means that over 51 percent of the final processed product consists of agricultural commodities that were grown domestically. Therefore, when nonprofit SNP funds are used to acquire foods, schools and institutions must ensure that the items are in compliance with this requirement. Additional requirements for preference for agricultural products from Texas are applicable to the use of nonprofit school Child Nutrition funds, in accordance with Section 44.042, Texas Education Code.

36. EQUAL EMPLOYMENT OPPORTUNITY:

The U.S Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish).

USDA is an equal opportunity provider and employer.

VENDOR ACKNOWLEDGMENT FORM

BIDDER PREFERENCE CERTIFICATION

Please answer the following questions and return them with this Bid:

Is your principal place of business in Texas? (Circle One) Yes No

If no, in which state is your principal place of business?

If your principal place of business is not Texas, does your state favor resident Bidders in your state by some dollar increment or percentage? (Circle one) Yes No

If yes, what is that dollar increment or percentage?

For information regarding this series of questions, see Article 601g of the Texas Civil Statutes.

FELONY CONVICTION NOTIFICATION

State of Texas Legislative Senate Bill No.1, Section 44.034, Notification of criminal History, Subsection (a), states, "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony."

Subsection (b) states "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notices as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

This Notice Is Not Required of a Publicly-Held Corporation

Check One:

- My firm is a publicly-held corporation; therefore, this reporting requirement is not applicable.
- My firm is not owned nor operated by anyone who has been convicted of a felony.
- My firm is owned or operated by the following individual(s) who has/have been convicted of a felony:

Name of Felon(s): _____

Details of Conviction(s): _____

CERTIFICATION REGARDING TEXAS FAMILY CODE

As per Section 14.52 of the Texas Family Code, added by S.B. 84, Acts, 73rd Legislature, R.S. (1993), all bidders must complete and submit with the bid the following required affidavit:

I, the undersigned authorized bidder, do hereby acknowledge that *NO* sole proprietor, partner, majority shareholder of a corporation, or an owner of 10% or more of an other business entity is 30 days or more delinquent in paying child support under a court order or a written repayment agreement. I understand that under this code, a sole proprietorship, partnership, corporation, or other entity in which a sole proprietor, partner, majority shareholder of a corporation, or an owner of 10% or more of another entity is 30 days or more delinquent in paying child support under a court order or a written repayment agreement is *NOT* eligible to bid or receive a state contract.

I, the undersigned agent for the firm named below, certify that the information concerning notifications and certifications listed above has been reviewed by me and the information furnished is true to the best of my knowledge.

Organization Name

Printed Name of Authorized Representative

Address

Title of Authorized Representative

Signature

Date

VENDOR ACKNOWLEDGMENT FORM

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, Participants' 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 attached instructions)

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participants shall attach an explanation to this proposal.

APPLICABLE TO GRANTS, SUBGRANTS, COOPERATIVE AGREEMENTS, AND CONTRACTS EXCEEDING \$100,000 IN FEDERAL FUNDS

Submissions of the certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more the \$100,000 for each such failure.

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "disclosure Form to Report Lobbying", in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

COMPLIANCE CERTIFICATION TO EPA REGULATIONS APPLICABLE TO GRANTS, SUBGRANTS, COOPERATIVE AGREEMENTS, AND CONTRACTS EXCEEDING \$100,000 IN FEDERAL FUNDS

I, the vendor, am in compliance with all applicable standards, orders or regulation issued pursuant to the Clean Air Act of 1970, as amended (42 U.S.C. 1857 (h)), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 12 (1) regarding reporting violations to the grantor agency and to the United States Environmental Protection Agency Assistant Administrator for the Enforcement.

Name/Address of Organization

Name/Title of Submitting Official

Signature

Date

Procurement

Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities

This disclosure form shall be completed by the reporting entity, whether sub awardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and / or has been secured to influence the outcome of a covered Federal Action.
2. Identify the status of the covered Federal Action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal Action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or sub award recipient. Identify the tier of the sub awardee, e.g., the first sub awardee of the prime is the 1st tier. Sub awards include but are not limited to subcontracts, sub grants, and contract awards under grants.
5. If the organization filing the report in item 4 checks "Sub awardee," then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal Agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Proposal (IFB) number; grant announcement number; the contract, grant, or loan award number; the application Proposal control number assigned by the Federal agency). Include prefixes, e.g. "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award / loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box (es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box (es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

Disclosure of Lobbying Activities

*Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)*

Approved by OMB
0348-0046

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For material change only: Year _____ quarter _____ Date of last report _____
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if Known: Congressional District, if known: _____	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known: _____	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI):	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):	
<small>(Attach Continuation Sheet(s) SF-LLL-A, if necessary)</small>		
11. Amount of payment (check all that apply): \$ _____ <input type="checkbox"/> Actual <input type="checkbox"/> Planned	13. Type of Payment (check all that apply): <input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. Other, specify: _____	
12. Form of Payment (check all that apply): <input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ value _____		
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment Indicated in Item 11: <small>(Attach Continuation Sheet(s) SF-LLL-A, if necessary)</small>		
15. Continuation Sheet(s) SF-LLL-A attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		
16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	
Federal Use Only:	Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)	

THIS DOCUMENT MUST BE COMPLETED, SIGNED AND RETURNED IN SEALED PROPOSAL PACKAGE

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see instructions) ▶ _____
 C Corporation
 S Corporation
 Partnership
 Trust/estate

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
6 City, state, and ZIP code
7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number

				-								
--	--	--	--	---	--	--	--	--	--	--	--	--

or

Employer identification number

		-										
--	--	---	--	--	--	--	--	--	--	--	--	--

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

**NOTARIZED STATEMENT VALIDATING PROPOSAL CONTENTS
NON COLLUSION STATEMENT**

Vendor shall not prepare this Proposal in collusion with any other *Vendors* and the contents of this Proposal as to prices, terms or conditions may not be communicated by this organization nor by an employee or agent of this organization to any other *Vendor* or to any other persons engaged in this type of business activity prior to the official Proposal due date. However, the authorized agent or officer signing this Proposal is not and has not been, for six months, directly or indirectly concerned in any agreement to control the conditions and/ or prices of services proposed, or has not influenced any person to propose or not purpose thereon.

I have read the complete Proposal for **Frozen Food Products Bid #17-11** and verify the accuracy of all information contained in the Proposal.

Authorized Vendor Officer

Signature

Typed name

Date

NOTARY PUBLIC

Name

Date

My commission expires on the _____ day of _____, _____.

**THIS DOCUMENT MUST BE COMPLETED, SIGNED AND
RETURNED IN SEALED PROPOSAL PACKAGE**

SAN ANGELO INDEPENDENT SCHOOL DISTRICT
Child Nutrition Department
Kim Carter, Director
305 Baker, San Angelo, Texas 76903-7030
Phone (325) 659-3615 Fax (325) 658-4353

FROZEN FOOD
Bid #17-11

Reference Number	Qty	Pack	Item Description	Brand Name & Codes		Pack	Price per Serving	Unit Price
22.1138	175	30/1#	Margarine, Vegetable oil blend	Brand	Product Code			
<u>Delivery Dates:</u>			Trans Fat Free					
08/10/16	75			UPC Code		# cs per pallet		
11/09/16	50							
02/08/17	50		Approved: Ventura 16840					
#	Vendor's Minimum shipment:							
22.1139	300	5#	Cheese - Mozzarella, Shredded	Brand	Product Code			
<u>Delivery Dates:</u>			Made with cultured pasteurized part-skim milk individually packaged; no cheese food or cheese substitute					
11/02/16	96			UPC Code		# cs per pallet		
01/04/17	68							
03/01/17	68		Approved: Land O'Lakes 41698, Bomgard 75507					
05/03/17	68							
#	Vendor's Minimum shipment:							
22.1157	2,100	80/2	Franks – Turkey 8 to 1, Must equal 2 oz. equivalent meat/meat alternate	Brand	Product Code			
<u>Delivery Dates:</u>			CN Label Required					
07/18/16	500			UPC Code		# cs per pallet		
10/05/16	400							
01/04/17	400		Approved: Butterball 61886					
03/02/17	400		Not Approved: Farmland 82004					
05/03/17	400							
ea	Vendor's Minimum shipment:							
22.1159	1,800	48/4	Corn Dogs – Turkey Jumbo	Brand	Product Code			
<u>Delivery Dates:</u>			Frankfurter Fully cooked and breaded with ≥ 50% Whole Grain flour Must equal 2 oz equivalent meat/meat alternate and 2 oz. equivalent grains					
07/18/16	400			UPC Code		# cs per pallet		
10/26/16	350							
12/14/16	350		CN Label Required					
02/22/17	350		Approved: State Fair 28322, 09988					
04/26/17	350		Not Approved: Foster Farms 96101					
ea	Vendor's Minimum shipment:							

Reference Number	Qty	Pack	Item Description	Brand Name & Codes		Pack	Price per Serving	Unit Price
22.1162	450	246/ 1.3 oz	Fish Sticks – Breaded Alaskan, Pollock, IQF, Oven ready ≥ 50% Whole Grain flour CN Labeled for 3 Sticks to provide 2 oz equivalent meat/meat alternate, and 1 oz Equivalent grains. CN Label Required Approved: American Pride 53448 Not Approved: North Atlantic 070855	Brand	Product Code			
<u>Delivery Dates:</u>				UPC Code		# cs per pallet		
11/14/16 225								
02/08/17 225								
sv Vendor's Minimum shipment:								
22.1163	50	10#	Franks, Beef & Pork ONLY 10 to 1 SAISD Concessions Approved: Block & Barrel 1006691	Brand	Product Code			
<u>Delivery Dates:</u>				UPC Code		# cs per pallet		
08/01/16 50								
ea Vendor's Minimum shipment:								
22.1171	600	5#	Eggs – Frozen, Whole Eggs Approved: Rembrandt 3321-011-600 Rembrandt 3321-003-500-000 Papetti's 46025-65123	Brand	Product Code			
<u>Delivery Dates:</u>				UPC Code		# cs per pallet		
08/02/16 120								
10/05/16 96								
11/15/16 96								
01/04/16 96								
03/08/17 96								
05/03/17 96								
# Vendor's Minimum shipment:								
22.1201	2,000	6/5#	Tator Tots – Oven Ready Grade A Approved: Simplot 00418 & 5246846 Not Approved: Quincy Gold 65063	Brand	Product Code			
<u>Delivery Dates:</u>				UPC Code		# cs per pallet		
07/18/16 300								
10/12/16 350								
12/14/16 300								
02/08/17 350								
04/06/17 350								
05/11/17 350								
sv Vendor's Minimum shipment:								

Reference Number	Qty	Pack	Item Description	Brand Name & Codes		Pack	Price per Serving	Unit Price
				Brand	Product Code			
22.1202	525	6/5#	Oven Fries – Crinkle Cut USDA Grade A, Line Flow – 1/2" diameter					
<u>Delivery Dates:</u>			Approved: Simplot 22122 & 1440825, Potato Prince 46252	UPC Code		# cs per pallet		
10/10/16	275							
01/04/17	250							
sv	Vendor's Minimum shipment:							
22.1204	50	6/2.5	Sweet Potato Fries - Frozen Entrée Cut - 1/4" x 1/2"					
<u>Delivery Dates:</u>			Approved: Simplot 16458 & 8082289	UPC Code		# cs per pallet		
12/01/16	50							
#	Vendor's Minimum shipment:							
22.1206	6,600	2.5#	Broccoli - Frozen Cuts – USDA, Grade A					
<u>Delivery Dates:</u>			NO BULK PACK Approved: Garden Fresh 47175, INN 25114	UPC Code		# cs per pallet		
08/31/16	1248							
12/07/16	1608							
01/11/17	1248							
03/09/17	1248							
05/04/17	1248							
#	Vendor's Minimum shipment:							
22.1210	2,808	2#	California Vegetables – Mix Vegetable Blend to contain: Cauliflower, Broccoli, and Carrots ONLY. - Frozen – USDA, Grade A					
<u>Delivery Dates:</u>			NO BULK PACK Product information REQUIRED stating percent of each type of vegetable in the blend Approved: Garden Fresh 47369A, INN 20420	UPC Code		# cs per pallet		
10/31/16	1404							
02/08/17	1404							
#	Vendor's Minimum shipment:							

Reference Number	Qty	Pack	Item Description	Brand Name & Codes		Pack	Price per Serving	Unit Price
				Brand	Product Code			
22.1211	1,404	2#	Carrots – Diced – Frozen, USDA Grade A or Fancy					
<u>Delivery Dates:</u> 09/19/16 702 01/04/17 702			NO BULK PACK Approved: Sysco Classic 1054964, INN 20121	UPC Code		# cs per pallet		
#				Vendor's Minimum shipment:				
22.1408	5,418	55/2.51	Sausage Pancake Stick – Fully cooked, breaded with grains, ≥ 50% Whole Grain flour. Must equal 1 oz. equivalent Whole Grain and 1.00 oz. equivalent meat/meat alternate					
<u>Delivery Dates:</u> Beginning 09/14/15 ship 301 cases every other week (excluding Wk of 12/19, 12/26, 3/13) for a total of 18 shipments.			CN Label or Product Analysis Required Approved: State Fair 70481 Not Approved: Leon's 28012 Foster Farms 086087 & 96087	UPC Code		# cs per pallet		
ea				Vendor's Minimum shipment:				
22.1410	3,962	60/2 oz	Sausage Roll – Fully cooked skinless Sausage, breaded with ≥ 50% Whole Grain flour, individually wrapped. Sodium ≤ 185 mg. Must equal 1 oz. equivalent meat/meat alternate and 1 oz. equivalent grains.					
<u>Delivery Dates:</u> 08/31/16 566 09/30/16 566 12/30/16 566 10/31/16 566 01/27/17 566 11/30/16 566 02/24/17 566			CN Label Required Approved: Double B 4093 & 4693, Lechi 65826 Not Approved: Lechi 60826	UPC Code		# cs per pallet		
ea				Vendor's Minimum shipment:				
22.1412	1,152	288/1.1	Roll, Whole Wheat Slider Sliced, Frozen, Bulk ≥50% Whole Wheat Flour					
<u>Delivery Dates:</u> 08/31/16 144 09/30/16 144 01/27/17 144 10/31/16 144 02/24/17 144 11/30/16 144 03/31/17 144 12/30/16 144			Minimum Weight Criteria Required per Roll: Must equal 1 oz. equivalent grains for USDA Child Nutrition Programs Approved Product: Super Bakery Ultra #8669, Bake Crafters 519	UPC Code		# cs per pallet		
ea				Vendor's Minimum shipment:				

Reference Number	Qty	Pack	Item Description	Brand Name & Codes		Pack	Price per Serving	Unit Price
Item #1	7,434	55/2.51	Sausage Pancake Stick, Blueberry – Fully cooked, breaded with grains, ≥ 50% Whole Grain flour. Must equal 1 oz. equivalent Whole Grain and 1.00 oz. equivalent meat/meat alternate CN Label or Product Analysis Required Approved: State Fair 72481	Brand	Product Code			
Delivery Dates: 08/03/15 ship 504 cases, Beginning 8/31, 385 cases every other week (excl. Wk of 12/21, 12/28, 3/14) for a total of 19 shipments.				UPC Code				
ea	Vendor's Minimum shipment:							

SPECIAL CONDITIONS:

- Failure to supply **ALL** product information as requested allows the District to reject that bid item.
- Product information is **REQUIRED** for all products submitted on this bid which include:
 - Supplying current CN Labels or product analysis
 - Nutritional Labels (must include Trans Fat Information)
 - Ingredient Labels.
- Samples must be received by **April 28, 2016**. They must include a copy of the CN Label or Product Analysis Sheet, Nutritional Labels, and Ingredient Labels.
- Bids received without proper signature will not be accepted
- *Please complete and return pages indicated on the Check List on page 4.*

Bid Item #	Frozen Products	Bid Qty	Order Unit	DELIVERY SCHEDULE											
				July - Aug.		Sept. - Oct.		Nov. - Dec		Jan. - Feb		March - April		May - June	
				Date	Qty	Date	Qty	Date	Qty	Date	Qty	Date	Qty	Date	Qty
22-1138	Margarine, O Transfat, 30/1#	175	Cs	08/10/16	75			11/09/16	50	02/08/17	50				
22-1139	Cheese - Mozz Shredded, 5#	300	Pk					11/02/16	96	01/04/17	68	03/01/17	68	05/03/17	68
22-1157	Wieners, 80ct	2,100	Cs	07/18/16	500	10/05/16	400			01/04/17	400	03/02/17	400	05/03/17	400
22-1159	Corn Dogs - 48ct	1,800	Cs	07/18/16	400	10/26/16	350	12/14/16	350	02/22/17	350	04/26/17	350		
22-1162	Fish Sticks, 246ct	450	Cs					11/14/16	225	02/08/17	225				
22-1163	Franks - Beef, Concession	50	Cs	08/01/16	50										
22-1171	Eggs - Frozen, 5#	600	Ct	08/02/16	120	10/05/16	96	11/15/16	96	01/04/16	96	03/08/17	96	05/03/17	96
22-1201	Potatoes - Tator Tots, 6/5#	2,000	Cs	07/18/16	300	10/12/16	350	12/14/16	300	02/08/17	350	04/06/17	350	05/11/17	350
22-1202	Potatoes - Oven Fries, 6/5#	525	Cs			10/10/16	275			01/04/17	250				
22-1204	Potatoes - Sweet Fries, 6/5#	50	Cs					12/01/16	50						
22-1206	Broccoli - Frozen, 2.5#	6,600	Pk	08/31/16	1248	12/07/16	1608			01/11/17	1248	03/09/17	1248	05/04/17	1248
22-1210	California Vegetables, 2#	2,808	Pk			10/31/16	1404			02/08/17	1404				
22-1211	Carrots - Diced, Fz, 2#	1,404	Pk			09/19/16	702			01/04/17	702				
22-1408	Pancake on Stick, 48ct	5,418	Cs	Beginning 09/14/16 ship 301 cases once a week (excluding Wk of 12/21, 12/28, 3/14) for a total of 18 shipments.											
22-1410	Sausage Rolls, WG, 70ct	3,962	Cs	Beginning 8/31/16 ship 566 cases once a month for a total of 7 shipments.											
22-1412	Roll, Slider, WG, 288ct	1,152	Cs	Beginning 8/31/16 ship 144 cases once a month for a total of 8 shipments											
Item #1	Pancake on Stick - Blueberry, 48ct	7,434	Cs	08/03/15 ship 504 cases, Beginning 8/31, 385 cases every other week (excl. Wk of 12/21, 12/28, 3/14) for a total of 19 shipments.											