

**Bourbon County Public Schools
2242 Lexington Road
Paris, KY 40361
859-987-2180
859-987-2182 fax**

REQUEST FOR PROPOSAL

Reference Number

**SCHOOL NUTRITION DEPARTMENT
BID 01-07FS – SANITATION SERVICES & CLEANING SUPPLIES
PROGRAM**

Closing Time of Request for Proposal

FRIDAY, JUNE 23, 2017 AT 10 AM

Department or School

SCHOOL NUTRITION DEPARTMENT

Contract Period

JULY 1, 2017 THROUGH JUNE 30, 2018

Fund

FOOD SERVICE

1. Please submit one copy of the completed Bid in a closed, addressed envelope that designates the above reference number.
2. Prices must be stated in units of quantity as specified and extended in total column for each item and/or lot. Bid prices must include transportation and delivery to the warehouse or building as specified.
3. To receive consideration, Bids must be received prior to time designated in this invitation. None shall be accepted thereafter.
4. An officer or member of the Bidding firm authorized to legally bind the firm must sign Bid.
5. The Board of Education (The Board) reserves the right to waive defects and informalities in proposals, to reject any or all proposals, or to accept any proposal as may be deemed to its interest, and to award by item, combination of items or lot.
6. Bids are effective for thirty days (30) from date of opening unless otherwise specified in special conditions of Bidding. No Bid may be withdrawn prior to that time.
7. Manufacturer's catalog numbers, trade names, etc., where shown herein, are for descriptive purposes to guide the Bidder in interpreting the standard of quality, design and performance desired, and shall not be construed to exclude proposals based on furnishing other types of materials or service. However, any substitution or departure proposed by Bidder must be clearly noted and described, otherwise it is understood that Bidder intends to supply items specifically mentioned in the Bid invitation.
8. Samples requested must be furnished free of expense to The Board. If not destroyed or consumed in testing or evaluating, or required in connection with the award, samples shall upon request be returned at the Bidder's expense. Right is reserved to mutilate or destroy any samples if considered necessary for testing purposes.
9. If awarded an order or contract, Bidder agrees to protect, defend and save harmless The Board from suits or demands for payment that may be brought against it for the use of any patented materials, process, article or device that may enter into the manufacture, construction or form a part of the work covered by either order or contract. Bidder further agrees to indemnify and save harmless The Board from suits or actions of every nature and description brought against it for, or on account of injuries or damages received or sustained by any party or parties by, or for any acts of the contractor, his servants or agents.
10. **The Board does not pay federal excise taxes or Kentucky Sales and Use Taxes.** Proposals should be priced accordingly and reflect no sales tax to BCPS.
11. Contractors remain liable for applicable taxes on construction and/or furnish-and-install contracts for Bourbon County Public Schools (BCPS). Adjustments and allowances for any applicable taxes shall be provided for in the Bid amount. No later adjustments to the Contract Sum shall be permitted and/or made on this basis by BCPS.

12. Except as otherwise provided in this agreement, parties to this agreement are solely responsible for costs incurred in fulfilling obligations under this agreement. No party shall have any claim against the other party for reimbursement of such costs, unless said costs are attributable to enforcing compliance under this agreement or seeking redress from the other party's default under this agreement.
13. If any section, paragraph or clause of this contract is held invalid by any court of competent jurisdiction, the invalidity of said section, paragraph or clause shall not affect any remaining provisions herein.
14. This contract is made under, governed by and construed in accordance with the laws of the Commonwealth of Kentucky.
15. Venue for any legal action filed concerning this contract is Bourbon County, Kentucky.
16. Parties shall not discriminate in any of the services performed in connection with this contract on the basis of race, color, national origin, age, creed, political affiliation, marital status, sex or disabling condition.
- 17. K45A.455 PROHIBITS CONFLICTS OF INTEREST, GRATUITIES AND KICKBACKS TO EMPLOYEES OF THE BOARD IN CONNECTION WITH CONTRACTS FOR SUPPLIES OR SERVICES WHETHER DIRECT OR INDIRECT.**
- 18. KRS 45A.990 PROVIDES SEVERE PENALTIES FOR VIOLATIONS OF LAWS RELATING TO GRATUITIES OR KICKBACKS TO EMPLOYEES DESIGNED TO SECURE A PUBLIC CONTRACT FOR SUPPLIES OR SERVICES.**
19. This writing, along with the responsive Bid, reflects the entire agreement between the parties. Changes or modifications of this Agreement shall be invalid or nonbinding upon the parties hereto. Nor shall any waiver of any terms or conditions hereof be deemed a waiver of such terms or conditions in the future, unless such change, modification or waiver is in writing and signed by the parties hereto.
- 20. This Request for Proposal, along with Bid submitted if accepted by The Board shall constitute the entire agreement. In the event of a conflict between the terms of the Request for Proposal and the Bid, the terms in the Request for Proposal shall apply. The Board shall NOT CONSIDER contracts or agreements submitted separate from or subsequent to RFP. Any and all terms considered integral to the Bid submitted must be included in or with the Bid document.**

BID DOCUMENTS AND A SUCCESSFUL BIDDER'S RESPONSE CONSTITUTE THE FINAL CONTRACT/ AGREEMENT BETWEEN BCPS AND BIDDER. NO CONTRACT/AGREEMENT TERMS REQUIRED BY BIDDER SHALL BE CONSIDERED BY BCPS THAT ARE NOT SUBMITTED WITHIN THE RESPONSE AND IN NO LESS THAN 12 FONT. A SUCCESSFUL BIDDER UNDERSTANDS AND ACCEPTS THIS AS ESSENTIAL TO THE AWARD OF THE BID. A SUCCESSFUL BIDDER WHO SUBMITS ANY SUBSEQUENT DOCUMENT FOR BCPS TO ACCEPT/SIGN UNDERSTANDS AND AGREES THAT THIS SHALL NOT BE CONSIDERED OR ACCEPTED BY MCPS.

FOLLOWING THE SUBMISSION OF A RESPONSE AND THE AWARD OF THE BID SHOULD A SUCCESSFUL BIDDER TAKE THE POSITION THAT AN ADDITIONAL DOCUMENT WITH ADDITIONAL TERMS IS REQUIRED FOR A SUCCESSFUL BIDDER TO COMPLY WITH TERMS OF THE BID, THE BID AWARD SHALL BE CONSIDERED VOID AND BIDDER MAY BE DEBARRED FROM FUTURE WORK WITH BCPS.

CERTIFICATE MUST BE EXECUTED BY BIDDER

In compliance with this Bid Proposal, in consideration of the detailed description attached hereto and subject to all conditions thereof, the undersigned agrees, if this Bid is accepted within the time stipulated above, to furnish any or all of the items upon which prices are quoted in accordance with the specifications applying at the price set opposite each item.

Items shall be shipped prepaid and delivered according to the listed schedule. Terms of _____% cash discount apply if invoices are paid within _____ days after delivery and acceptance of goods.

_____	_____
Firm Name	Date
_____	_____
Authorizing Agent (Please Print)	Title
_____	_____
Address	City/State/Zip
_____	_____
Telephone	Email

Contractor agrees to furnish and deliver all items set forth or otherwise identified above and on any additional sheets subject to the terms and conditions herein.

Signature

CONDITIONS OF RFP AND GENERAL SPECIFICATIONS

1. This RFP is for providing Sanitation Services and Cleaning Supplies for Food Service according to the conditions and specifications set forth in this invitation. For information pertaining to items or conditions in this request please contact Andrea Kiser, Food Service Director, by phone at 859-987-2180 ext 1124 or by email at andrea.kiser@bourbon.kyschools.us.
2. Bids must be delivered to Bourbon County Board of Education, 3343 Lexington Road, Paris KY 40361. Bids may be mailed by United States Postal Service, hand delivered, or by any commercial carrier. It is the Bidder's responsibility to ensure the Bid arrives by the date and time of the opening. **E-mail, fax, or telephone Bids shall not be accepted. There are no exceptions.**

Bid shall close on Friday, June 23, 2017 at 10 AM.

3. Bidders are to not telephone for tabulation. BCPS staff provides written notification following awards by The Board.
4. **The contract begins JULY 1, 2017 and ends JUNE 30, 2018.** Contract may be extended for additional one-year (1) periods at the same terms, up to a total of three (3) years, subject to approval of both The Board and successful Bidder(s).
5. The Board reserves the right to waive defects and informalities in proposals, to reject any or all proposals, or to accept any proposal as may be deemed to its interest, and to award by item, combination of items or lot.
6. Prices quoted must have the decimal point located in the correct position to separate dollars from cents. In Bid prices where the decimal point is omitted, the Bid prices shall be calculated as dollar amounts.
7. Prices quoted must include transportation and delivery to the location specified on each purchase order.
8. **Tie Bids** are low responsive Bids from responsible Bidders that are identical in price and which meet the requirements and criteria set forth in the Invitation.
9. **Award of Tie Bids** shall be determined in the following manner.
 - a) Local Bidders (those with the principle place of business in Bourbon County) shall be awarded the Bid if all other tie Bids are from Bidders outside the local area.
 - b) Should all Bidders having tie Bids, and having their principle place of business outside of Bourbon County, and any one of the Bidders has a local representative based in Bourbon County, the tie Bidder with the local representative shall be awarded the Bid.
 - c) Should the Bidders having tie Bids all be from Bourbon County, or alternately, should be all from outside Bourbon County and do not have a representative or agent based in Bourbon County, the Bid shall be awarded by lot, to be drawn at designated time and place.
10. Erasures or the use of typewriter correction fluid on Bid forms are not acceptable and may result in the rejection of the Bid. Prior to submission or openings, errors may be crossed out,

corrections entered, and initialed by the person signing the Bid. No Bids shall be altered or amended after the specified time of opening.

11. Modifications, additions or changes to the terms and conditions of this Invitation to Bid may be a cause for rejection of a Bid. Bidders are to submit all Bids on the forms supplied with this invitation. Bids submitted on company forms may be rejected.
12. Contractor must furnish the following insurance:
 - Workers' Compensation and Employer's Liability
 - Public Liability \$1,000,000 minimum
 - Property Damage \$100,000 minimum

A Certificate of Insurance must be filed with the School Nutrition Department prior to beginning work and must be kept on file for the duration of the contract.

13. Company receiving Bid award must be bondable up to \$50,000.00.
14. BCPS reserves the right to cancel contract if in the staff's opinion the contractor's work is unsatisfactory, his ability to meet completion schedules is unsatisfactory or billing is found to be excessive for work performed.
15. The school district reserves the right to terminate any contract at any time, in whole or in part, by thirty (30) day written notice to Contractor. Upon receipt by the Contractor of the "notice of termination", the Contractor shall discontinue all services with respect to the applicable contract. The School district, after deducting any amount(s) previously paid, shall pay for all services rendered or goods supplied by the Contractor, as well as any reasonable costs incurred by Contractor up to the time of termination but not including Contractor's loss of profit. The cost of any agreed upon services provided by the Contractor will be calculated at the agreed upon rate prior to "notice of termination" and a fixed fee contract will be pro-rated (as appropriate).

The School district may terminate the resulting contract for non-performance, as determined by the School district, for such causes as:

- Failing to provide satisfactory quality of service, including, failure to maintain adequate personnel, whether arising from labor disputes, or otherwise any substantial change in ownership or proprietorship of the Contractor, which in the opinion of the School district is not in its best interest, or failure to comply with the terms of this contract;
- Failing to keep or perform, within the time period set forth herein, or violation of, any of the covenants, conditions, provisions or agreements herein contained;
- Adjudicating as a voluntarily bankrupt, making a transfer in fraud of its creditors, filing a petition under any section from time to time, or under any similar law or statute of the United States or any state thereof, or if an order for relief shall be entered against the Contractor in any proceeding filed by or against contractor thereunder. In the event of any such involuntary bankruptcy proceeding being instituted against the Contractor, the fact of such an involuntary petition being filed shall not be considered an event of default until sixty (60) days after filing of

said petition in order that Contractor might during that sixty (60) day period have the opportunity to seek dismissal of the involuntary petition or otherwise cure said potential default; or

- Making a general assignment for the benefit of its creditors, or taking the benefit of any insolvency act, or if a permanent receiver or trustee in bankruptcy shall be appointed for the Contractor.

In the event the School district has reason to believe Contractor will be unable to perform under the Contract, it may make a demand for reasonable assurances that Contractor will be able to timely perform all obligations under the Contract. If Contractor is unable to provide such adequate assurances, then such failure shall be an event of default and grounds for termination of the Contract.

The School district will provide ten (10) calendar days written notice of default. Unless arrangements are made to correct the non-performance issues to the school district's satisfaction within ten (10) calendar days, the School district may terminate the contract by giving forty-five (45) days notice, by registered or certified mail, of its intent to cancel this contract.

In the event that either party deems it necessary to take legal action to enforce any provision of the contract, or in the event the School district prevails, the Contractor agrees to pay all expenses of such action, including attorney's fees and costs at all stages of litigation.

The Contractor agrees that the following items shall be included as compensable damages for any breach of a contract with the School district.

- Replacement costs.
- Cost of repeating the competitive bidding procedure expenses.
- Expenses incurred as the result of delay in obtaining replacements.

The enumeration of compensable damage contained in this section is not intended to be exclusive and will not operate to bar recovery by the School district for any other damages occasioned by the Contractor's breach of a contract. However, in cases where contract provides for liquidated damages, said liquidated damages shall be in lieu of all other damages, including those enumerated.

16. The successful Bidder shall make provision for the supplying of purchase order numbers as a part of any invoice issued to BCPS as a result of being awarded this Bid.
17. BCPS allocation and accounting system may require the issuance of more than one Purchase Order (PO) for the materials in a Bid/Item and a separate invoice is required for each PO. Although more than one PO is issued for a Bid/Item the purchase shall be considered a single order and the materials in the Bid/Item may be delivered in one shipment to one location, unless specific delivery/installation instructions are given elsewhere in this Invitation.
18. Payments for Bid items are normally approved at the regularly scheduled meeting of The Board on the fourth Tuesday of most months, provided the Bid items and invoices are properly received

by the tenth day of the month. However, payments may be made early to take advantage of cash discounts offered, provided the taking of such discounts is advantageous to BCPS.

19. If BCPS staff needs to place a toll or long distance telephone call regarding complaints, adjustments, shortages, failure to deliver, etc., in connection with this contract, the vendor shall bear expense for all calls.
20. If a Bid is not made, the Bid form must be marked "No Bid" and returned with reasons stated why a Bid was not submitted. Otherwise, Bidder's name may be removed from the official mailing roster.
21. Bidders are invited to attend the Bid opening and requested to not telephone for a tabulation. Written notification shall be provided following awards by The Board.
22. Successful vendors shall provide two copies of Safety Data Sheet (SDS) on material covered by OSHA Standard 1910.1200 as a condition of purchase.
23. **The consumption of alcohol or drugs or being under the influence of alcohol or drugs, use of any tobacco products or possession of firearms, while on a job for BCPS by any worker is strictly prohibited. Any contractor, subcontractor or person working for the contractor or subcontractor who violates rules regarding alcohol, drugs, tobacco products or firearms, is subject to immediate removal from the job site. Violation of rules is considered a breach of contract between the contractor and BCPS and may lead to the termination of said contract FOR CAUSE by BCPS.**
24. The Board does not discriminate on the basis of sex in the educational programs or activities that it operates, and is required by Title IX of the Education Amendments of 1972 (P.L. 92-318) not to discriminate in such a manner. Further, The Board does not discriminate on the basis of disabling condition, in treatment, admission or access to, or employment in, its programs or activities, as required by the Rehabilitation Act of 1973 (P.L. 93-112), as amended, Section 504. Nor does The Board discriminate on the basis of race, color, national origin, religion, age, creed, political affiliation, sex or marital status, in the education programs or activities it operates.
25. The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401 et seq. The Contractor agrees to report each violation to the USDA and the appropriate EPA Regional Office.
26. The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act as amended (33 U.S.C. §§ 1251 et seq. The Contractor agrees to report each violation to the USDA and the appropriate EPA Regional Office.
27. The Contractor understands that a contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension."

By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by the Bourbon County School District. If it is later determined that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to {insert name of school district}, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 2 CFR 180.220 while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

28. The Contractor will comply with the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) and the New Restrictions on Lobbying and has signed and attached to this agreement the Certificate Regarding Lobbying and, if applicable, the Disclosure of Lobbying Activities (Forms SF-LLL) and annually will sign and submit a certificate, if applicable, Form SF-LLL to the Bourbon County Public Schools.

Service Specifications:

Successful Bidder shall provide a complete Food Service Sanitation System composed of personnel instruction and documented training including, color coded Safety Data Sheets, mixing and use posters, management and inventory control system, and a documented routine reporting system for Food Service Management, as an integral part of this proposal. Respondents are to attach a syllabus of their proposed service program including: schedule of routine training to each individual school (each school is to be serviced monthly during the school year), training material (indicating color coding), training outlines, copies of all cafeteria use forms, documentation reports and copies of proposed control forms and reports for management use. Additionally, a list of materials and samples of required dispensing equipment and/or bottles (displaying permanently screened OSHA compliance data) should be submitted with the proposal and subsequently made available to schools at no additional cost.

Vendor Service Requirements

- Initial ongoing site-based sanitation and safety in-service training. In-service visits every two weeks during initial training period or as needed and or requested by site manager. Initial training period should be for a period that is not less than one month, ongoing training to be provided at least every six weeks, or monthly, during the school year.
- Computerized service reports after each visit, sent to specified food service supervisor or director. Reports shall include date and time spent at each site and a brief description of the training and services provided.
- Implementation of complete program to each school site shall be completed within (30) working days of Bid award and vendor shall provide sufficient service personnel to coordinate complete implementation of program.
- Vendor shall provide direct delivery to each school site of cleaning items, training material, etc.
- Vendor representative shall ensure all necessary Safety Data Sheets for all products are posted in each school site in accordance with OSHA's Hazardous Communications Act. Vendor representative shall ensure all mixing/usage cards, charts and other instructional materials are posted throughout the food service area.
- Vendor representative MUST be certified to teach both National Restaurant Association ServSafe Manager and Employee programs.

- Vendor representative MUST have U.S. Department of Labor OSHA Awareness Training Program and be qualified to teach the five (5) OSHA Mandates.
- All charts, posters, instructional materials, support materials, bottles, containers, etc. shall be in English and Spanish. All equipment shall also be labeled with instructions in the before-mentioned languages.
- Vendor shall agree to a 48-hour response time to any location with re-supply needs or technical needs.

Presentation:

All qualifying proposers are required to give a product and training presentation to the **Bourbon County Food Service Department** for evaluation of the service program.

Material Specifications:

The vendor shall provide the appropriate quantities of the various premeasured concentrated liquid detergents needed for the program. These are to be readily available for individual distribution and easily opened for use. Package labeling must exhibit clear dilution and use directions in English and Spanish. Respondents to proposal shall specify proportions to be mixed with water under normal usage. Detergents must dilute instantly in hot or cold, hard or soft water. Products shall make a solution that leaves no film, or residue, and shall not stain or discolor equipment when used at recommended proportions. (see attachment A)

Vendors must provide to all schools, **at no additional cost**, a hand care program to include: a USDA approved hand soap, wall charts indicating proper hand washing procedure and dispensing equipment. (See Attachment A).

Materials/Ancillary Items Vendor To Provide

- Vendor shall provide SDS sheets, temperature logs, procedures for cleaning materials, charts, posters and any training materials pertinent to employee training and follow-up. Adhesive or method to secure posters etc. at each site must be provided.
- Vendor shall provide notebooks, binders and any materials deemed necessary for proper documentation and training for each school site.
- Vendor shall provide pac cutters, sanitizer test kits, oven scrapers, spray bottles, dispensing equipment, protective gloves and goggles as needed, including re-supply throughout the program but not to exceed (6) six of each type per school year. After the (6) six have been expended, then it is the decision of the vendor to provide additional quantities at no additional cost.
- Vendor shall ensure all bottles, containers; dispensing equipment has OSHA Compliant labeling.
- Vendor shall provide Spanish and English training videos, which shall include all the facets of the program to the Food Service Department to be used for continuous training and retraining of staff and new employees. These videos shall not replace the personalized training provided by the service personnel.
- The amounts of support material for each site shall be mutually agreed upon before the start of service program.

- Vendor to provide procedure and reference manual covering the mixing, use and application of all materials used in the program. Reference guide to be complete with bilingual usage, application tools and task list.
- Vendor to provide after the implementation period, a detailed schedule of all service call times and dates for each site for the entire school year.
- All the “said materials”, i.e. charts, booklets, videos, support material, etc. shall be submitted to the Food Service Department at the time of Proposal submission for review and qualification.
- Service shall also be continued for all sites “opened” for summer school.
- Vendor must provide a minimum of (3) three written references (with contact person and phone number included) from school districts or learning centers from within this state where the vendor has the program in use. Each reference must be from a different school district or learning center.
- Vendor shall be sole contractor and shall fulfill all items and requirements of the proposal.
- Vendor shall provide a staff recognition and motivation program tied into the monthly site visits. Recognition shall be on a monthly and yearly basis. The details shall be determined by the Food Service Department and the Vendor.
- Vendor shall train employees on the following, proper racking and unloading of trays, pots, pans and utensils, routine de-liming procedures and personal protective equipment, dish/machine operation/maintenance, dish room maintenance and general safety.

Training program shall include a Loss Prevention Program. Each site shall be provided with a training curriculum designed to reduce, or eliminate common accidents in the food service department. Vendor shall be required to work with the Food Service Department to assess risks and quantify the impact of this program. The progress of the Loss Prevention Program shall need to be monitored, documented and reviewed with the staff during regularly scheduled service calls. Vendor to develop, write and maintain a Hazardous Communication Plan for the Food Service Department. Program to include MSDS, Written Training Plan, Chemical Inventory Roster, and Training Documentation.

Award Criteria

Since routine scheduled service, training and efficiency analysis are a mandatory part of the requirements of this proposal, quality of service, training program, documentation, cleaning materials and price will be considered equally in determining the award.

The Bid shall be awarded based on the best value to the **Bourbon County Food Service Department** and this determination shall be made solely by this office. The award shall be determined by these items and weighted accordingly.

35pts. Quality and Convenience of Cleaning Materials

- Method of dispensing product / packaging
- Effectiveness of cleaning product
- Product appropriateness for School Food Service Environment
- Clarity of user instruction, written directions
- Safe use for employees

15pts. Training Resources

Training Programs ,documentation and certification

20 pts. Quality of Presentation

Commitment / preparedness for multi-site training and response plan
Familiarity with School Food Service Environment
Knowledge of OSHA Guidelines

5pts. Quality of References and Contacts

Letters of recommendation / length of relationship
Number of other school districts using system

25pts. Total Program Cost

Total Possible Score

100pts

CHECKLIST OF ITEMS TO INCLUDE WITH BID SUBMISSION

- _____ Signature/Date on Page Four
- _____ Taxpayer Identification Number (if not a Corporation)
- _____ Requirements Bidder has or shall need if awarded the Bid (if required)
- _____ Documents necessary to initiate contractual relationship between Bidder and BCPS (if required)
- _____ Response Sheet
- _____ 3 Written references from school districts or learning centers

Thank you for providing this information:

1. I shall shall not extend this contract to other state governmental agencies.
2. Yes I am a minority or woman owned business.
 No

Please provide Taxpayer Identification Number.

_____/_____/_____ or _____/_____
Social Security Number Employer Identification Number

RESPONSE SHEET
 BREAKDOWN BY SCHOOL

SCHOOL	SCHOOL ADDRESS	DAILY MEALS
Headstart/Preschool	369 Bethel Road Paris, KY 40361	105
Bourbon Central	367 Bethel Road Paris, KY 40361	762
Cane Ridge Elementary	8000 Martin Luther King JR Blvd Paris, KY 40361	674
N. Middletown Elem.	P.O. Box 67 North Middletown, KY 40357	185
Bourbon Middle	3339 Lexington Road Paris, KY 40361	540
Bourbon High School	3341 Lexington Road Paris, KY 40361	685
6 Sites	Total Meals	2951

Costing of the Program:

The price quoted shall be for delivery of the specified Sanitation System on a **Set Annual Cost** basis. Monthly service billings shall be based on the annual cost **divided by ten** and billed in equal installments from date of award.

Prices quoted are to be F.O.B. delivered to any and all locations of BCPS. Quotations should not include city, state sales and federal excise tax. Prices are for one year contract as designated below. The option of extending for two (2) one (1) year contracts under the same conditions is available providing The Board and Vendor agree.

Contract Period: Beginning JULY 1, 2017 and ending JUNE 30, 2018

Description	Annual Cost
Sanitation system as described in the specifications	

Attachment A

Bid Details and Specifications

Cleaning Product/Materials Specifications

The vendor shall provide the following detergents and hand care products as specified below.

Foaming Liquid Hand Soap:

Product must be an anti-microbial hand cleaner with strong washing power and good skin compatibility. Must clean all light dirt without the use of scrubbers and solvents. Product must prevent excessive swelling of the skin. Must maintain the skin's natural protective acid mantle, which serves to protect it from bacterial or fungal infection. Must be a clear viscous liquid; density (at 20°C) approximate 1.03 g/cm³; pH 6 to 8. Must be packaged in ready to use containers that are used in conjunction with a dispenser or be able to be poured into a dispenser. Product shall be unscented or lightly scented.

All Purpose Cleaner (For floor cleaning and spray applications):

To be used with manual and/or machine cleaning methods. To be low sudsing, easy to rinse detergent. Product to be biodegradable. Product shall make a clear, soluble solution that leaves no film or residue and shall not stain or discolor when used at recommended proportions. Must dilute in hard or soft water. Chemical composition: concentrated liquid blend of organic detergents, solvents, water conditioners and alkaline builders. Pleasant scent. Approximate PH: $9.8 \pm .3$ in solution. Must be portion packed in easy to handle packaging. **Green Seal approved.**

Multi-Purpose Degreaser (For degreasing floors and spray applications):

To be used for heavy duty cleaning, degreasing of floors, food service equipment and other difficult to clean surfaces. Product to be biodegradable and must dilute in hard or soft water. Chemical composition: Blend of mixed liquid quaternary ammonium chlorides. Approximate PH: $7.2 \pm .3$ in solution. Must be portion packed in easy to handle packaging.

Pot and Pan Detergent:

Multi purpose compound for medium, soft or hard water that shall cut grease and clean pots and pans. A pre-measured liquid compound is required. The compound should not cause irritation to hands. Product shall demonstrate excellent grease cutting ability, removal of excess cooked on foods and have sustaining sudsing ability. Product must have pleasant fragrance. Must be portion packed in easy to handle packaging. **Green Seal approved.**

Sanitizer (Quaternary Solution – no chlorine):

Concentrated liquid blend of quaternary ammonium compounds. Must be EPA registered. Product to be biodegradable and must dilute in hard or soft water. Provide active quaternary sanitizer equivalent to 50-ppm available chlorine. Chemical composition: Blend of mixed liquid quaternary ammonium chlorides. Approximate PH: $7.2 \pm .4$ in solution. Must be portion packed in easy to handle packaging.

Germicidal Detergent (For Cleaning and Disinfecting):

To be concentrated liquid quaternary ammonium compound or equally effective compound to provide a broad spectrum of effectiveness against a variety of gram positive and gram negative organisms including antibiotic resistant staphylococcus. Cleans all surfaces including those that are resilient. Gets rid odors by removing odor forming bacteria. Leaves no masking or cover up odor. Must be biodegradable and equal to EPA registration No. 8722-1, USDA list Category D-1. Product shall make a clear, soluble solution that shall leave no film or residue and shall not stain or discolor when used at recommended proportions. Must be portion packed in easy to handle packaging.

Protective Barrier Cream:

Product to be a water repellent protective cream for the skin for use against aqueous media such as cleaning and disinfectant agents, acids, alkalis and water mixed oils. Slightly or unscented, fatty, silicone free cream of the water in oil emulsion type. Product to be packed in individual portion packets or easy to use tubes.

The above listed products are to be packaged as indicated. Product should be easily opened and package labeling must exhibit clear directions in English and Spanish. Specific proportions must be listed regarding the product mixing with water under normal usage. Products must dilute instantly in hot or cold water, soft or hard water. Products shall make a solution that leaves no film or residue and shall not stain or discolor equipment when used in the recommended use and proportions. All products shall have a neutral or non-toxic odor. Products must be biodegradable, non-toxic and safe for use around food service preparation, serving, storage and dining areas.

High Temp Dish Detergent:

Aluminum-safe metal cleaning detergent capsule especially formulated for commercial food service operations to emulsify heavily-soiled dishes. Packaged in 1 Gallon Easy to Use Containers.

High Temp Rinse Additive For Use in Rinse Injections:

Reduces surface tension causing water droplets to form a continuous water film that sheets off leaving a spot and streak free surface. Packaged in 1 Gallon Easy to Use Containers.

Lime Scale Remover:

Removes lime, food film and scale from stainless steel, aluminum, ceramic, glass and plastic surfaces and equipment in food processing operations. Packaged in 1 Gallon Easy to Use Containers.

Detergents must dilute instantly in hot or cold, hard or soft water. Products shall make an effective cleaning solution, which leaves no film or residue, and shall not stain or discolor equipment when used at recommended proportions

Additionally, vendors shall provide a Rinse Additive that shall allow dishes and trays to dry faster and eliminate potential bacteria buildup from storing wet dishes or towel drying.

Disposable Gloves:

Vendor shall provide a complete disposable glove program based on the needs of the district. Gloves provided shall include disposable powder-free vinyl gloves which are to be free of latex and proteins to which some users may be sensitive. Multiple sizes shall be provided. Disposable Cast Polyethylene Gloves shall be 100% latex free and be rated for food processing as well. Gloves are to be made with component materials that meet USDA and FFDCa standards (21 CFR for use in Food Processing). As part of the program all staff will receive on-site training related to proper use of disposable gloves. Training to include review of FDA code application related to disposable glove use, change frequency, cross contamination prevention, hand washing, and other topics related to proper glove use and “best practices”.

HAACP Program: