



Park Hill School District

Building Successful Futures • Each Student • Every Day

WAREWASHING BID 2016 - 17

PARK HILL SCHOOL DISTRICT
Food Service Department
8500 NW Riverpark Dr Pillar 116
Parkville, MO 64152

ARTICLES AND DESCRIPTION

Park Hill School District is receiving sealed bid proposals for “Warewashing” products as per the attached specifications to furnish and deliver “Warewashing” products to (17) school site locations. Bids will be accepted at the Park Hill Support Services Office, 8500 NW Riverpark Drive, Pillar 116, Parkville MO 64152, until 10:00 a.m., Monday, July 18, 2016 at which time each bid is publicly opened and is made part of published record of the Park Hill School District. Bidders are invited to be present for the bid opening. It is not the policy of Park Hill School District to purchase on the basis of low bids alone, quality and suitability to purpose being the controlling factors. That being understood, the purchaser reserves the right to arrive at such by whatever means he may determine.

Bids need to be submitted on the bid sheet form provided. Deviations in product will be considered an alternate bid which must be noted and may be rejected at the discretion of the Park Hill School District.

The bid form included must be used and all bids are to be signed. Bid must be submitted in a sealed envelop marked “Warewashing”. Emailed or faxed bids will not be accepted.

It is the responsibility of the bidder to confirm receipt of the bid. Failure to follow any of these instructions will disqualify the offer. Bids submitted after the date and time designated with be rejected.

This Bid is a firm offer which shall be irrevocable and open for acceptance for 45 calendar days from the day set for submission of bids. Park Hill School District reserves the right to accept or reject any or all bids and reserves the right to wave all irregularities and informalities. When no response to bid is made, the vendor is removed from our listing.

Questions regarding this bid should be directed to Susan Weaver at Park Hill School District at (816) 359-4090 or weavers@parkhill.k12.mo.us

Bid Evaluation/Contract Award:

1. Any contract resulting from this request shall be awarded in response to a proposal providing the lowest and best bid to the District.
2. The contract will be awarded on an ALL or NONE basis.
3. Any holes drilled to accommodate the equipment installation in dishwasher must be pre-approved and repaired at the end of service.

For information regarding the bid process, contact Park Hill School District at (816) 359-4090.

FELONY CONVICTION NOTIFICATION

“The person or business entity that enters into an agreement with this 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”.

The District may terminate this agreement with a person or business entity if the District determines that the person or business entity failed to give notice by the next preceding subsection, or misrepresented the conduct resulting in the conviction. The District will compensate the person or business entity for services performed before the termination of the agreement”.

By submitting this offer and signing this certificate, this bidder:

- Certifies that the owner/operator has not been convicted of a felony, except as indicated on a separate attachment to this offer, and
- Certifies that no employee who will enter school buildings or potentially have contact with school children has been convicted of any felony or a misdemeanor involving violence or sexual contact or sexual abuse. It shall be the duty of the vendor to conduct the appropriate background checks on its employees and vendor agrees to share this information with the District upon request.

Bidder must be of lawful age to enter into this agreement. This bid is made without any previous understanding, agreement or connection with any other person, firm or corporation making a bid for the same purpose, and is in all respects fair and without collusion or fraud. No member of the Board of Education of the Park Hill School District, City of Kansas City, Missouri, County of Platte, nor any officer or employee or person whose salary is payable in whole or part from the treasury of said Board of Education is directly or indirectly interested in this bid or in the services to which it is related, or in any portion of the profits hereof. All employees and /or any subcontractor’s employees of said bidder must be lawfully present in the United States as required by MO Immigration Law HB1549.

SPECIAL REQUIREMENTS

1. Bidders are required to read entire bid document. Please pay close attention to bid that is being submitted.
2. Bids must be submitted only on the form provided in this bid document. Price quotations will be awarded as a per meal cost for ten (10) elementary sites and as a per rack cost for the remaining six (6) school sites. One site to be provided only 3 compartment sink chemicals. All information must be legible. Any and all corrections and/or erasures must be initialed. The authorized bidder must sign the bid sheet and required information must be provided.
3. The following terms and conditions shall prevail unless otherwise modified by the Park Hill School District within this bid document. Park Hill School District reserves the right to reject any bid that may take exception to these terms and conditions.
4. Individual "Material Safety Data Sheets" must be submitted on each product bid.
5. All price quotes are to include all delivery charges as indicated in specifications. Orders will be issued on an as-needed basis.
6. Monthly service visits and written reports are required for each school location. Service reports are to be forwarded to the foodservice director with attention drawn to any repair needs.
7. Payment will be made after meals have been served and cost computed from monthly participation sheets less any daily meal counts where Styrofoam was used in place of trays for 100% of the meal service period.

Anticipated number of meals served in the ten elementary schools during the 2015-2016 school year is estimated at **747,800**.

TERMS AND CONDITIONS

ASSIGNMENT - Any award made as a result of this solicitation, may not be transferred, assigned, subcontracted, mortgaged, pledged, or otherwise disposed of or encumbered in any way by the vendor.

CHANGES - Any changes to the requirements specified herein will be communicated to all bidders by the issuance of an addendum. All bidders shall comply with the requirements specified in any addendum issued by Park Hill School District.

CONTRACT TERM - The contract shall be effective from August 1, 2016 through July 31, 2017. It is specifically understood and agreed that the contract shall be renewable after July 31, 2017 for (4) successive one-year terms from August 1 through July 31, 2018, 2019, 2020 and 2021.

CONTRACT TERMINATION - This agreement may be terminated at any time by the district upon (30) days written notice, should the district determine that it is not in the best interest to

continue the contract and/or the supplier is not performing with the provisions and intent of this agreement.

Upon receipt of the termination notice, the bidder shall have twenty (20) days to correct non-compliance issues. If compliance is achieved, the termination notice will be canceled.

The bidder may terminate this agreement with (60) days written notice for failure by the district to comply with contract terms.

DAMAGES – The successful bidder will be held responsible and required to make good (at their expense), all damages to persons or property caused by the bidder's employees and/or agents.

DAMAGED SHIPMENTS - The following terms and conditions shall prevail unless otherwise modified by the Park Hill School District within this bid document. PHSD reserves the right to reject any bid that may take exception to these terms and conditions.

DELIVERY – The successful bidder will be required to provide all the necessary labor, equipment, and delivery vehicles necessary to perform outlined duties at the 16 school locations.

HOLD HARMLESS- the bidder agrees to protect, defend, indemnify and hold the Board of Education, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of this agreement and/or the performance hereof.

INVOICES – Bidders will invoice each individual school location. Invoices must be signed by an authorized school food service representative to validate payment.

LAW GOVERNING - all contractual agreements shall be subject to, governed by, and construed according to the laws of the state of Missouri.

NON-DISCRIMINATION CLAUSE- no bidder on this request shall in any way, directly or indirectly, discriminate against any person because of age, race, color, handicap, sex, national origin, or religious creed.

PAYMENTS – Terms are net forty-five (45) days.

PERMITS AND LICENSES – The successful bidder shall seek, obtain and comply with all laws, permits, licenses, ordinances, regulations, and approvals necessary to perform the work specified herein.

PRODUCT CHANGES – If product formulations change and/or pack sizes change prior to or during the contractual period, it is the responsibility of the bidder to notify the Park Hill School District's Food Service office immediately.

SERVICE SCHEDULE- Monthly service to include the following:

1. Contractor shall make a minimum of one (1) service call per month to each unit. In addition, the contractor shall handle all emergency service calls requiring immediate attention and corrections and within twenty-four hours from notice.

SERVICE

1. The contractor shall measure the concentration of the detergent wash solution by chemical analysis, and maintain concentration at all times within the range of proper ware washing. Contractor must take appropriate action to remedy conditions which are causing high costs or poor results, etc.
2. For dish machines, the contractor must on a monthly basis:
 - Check and regulate the temperature of the wash solution in the machine tank and the temperature of the final fresh water rinse.
 - Check steam and valves for leaks.
 - Check and adjust wash manifold arms and nozzles, rinse arms and jets for efficient operation.
 - Inspect the overflow action and the balance of the machines and make adjustments to machines based on manufacturer's recommendations.
 - Inspect the electrical wiring and switches.
 - Check all remaining ware washing equipment and make minor repairs and adjustments with district knowledge and approval.
 - Supply district with (1) written service report on each call, (2) provide operating charts for ware washing operations, (3) provide employee training in proper ware washing operations as needed, and (4) provide service needed to analyze operation and equipment conditions.
3. Contractor must supply, install, and maintain equipment necessary for dispensing chemicals.

TAXES – Park Hill School District is tax-exempt, so bid should reflect this status.

WORK STOPPAGES - The bidder guarantees delivery to the district regardless of any organized work stoppages.

Food Service Ware Washing Bid Pricing

	<u>Cost/Meal</u> Elementary	<u>Cost/Rack</u> Secondary, ECC	<u>Brand</u>	<u>Pack Size</u>
Dish Machine Detergent				
Sheeting Agent (Rinse Agent)				
Chlorine Sanitizer				
Total Cost	\$	\$		
		<u>Cost Per Gallon</u>	<u>Brand</u>	<u>Pack Size</u>
Pot and Pan Detergent				
Quaternary Ammonia Sanitizer				
De-Liming Agent				

The District shall have the sole option to renew this contract in one (1) year increments for a total accumulative period of four (4) additional years. If the option is exercised, the contractor shall charge the District the same prices as quoted originally except as modified in the paragraph below. All modifications shall be computed against the original unit prices, not the current unit price. Prices must be firm for each renewal periods.

1 st renewal 2017-18	+ _____ %	- _____ %
2 nd renewal 2018-19	+ _____ %	- _____ %
3 rd renewal 2019-20	+ _____ %	- _____ %
4 th renewal 2020-21	+ _____ %	- _____ %

School Sites:

- **Park Hill High School**
7701 NW Barry Road
Kansas City, MO 64153
- **Park Hill South High School**
4500 NW Riverpark Drive
Riverside, MO 64152
- **Congress Middle School**
8150 N Congress Road
Kansas City, MO 64153
- **Lakeview Middle School**
6720 NW 64th Street
Kansas City, MO 64151
- **Plaza Middle School**
6501 NW 72nd Street
Kansas City, MO 64151
- **Chinn Elementary School**
7100 NW Chatham Road
Kansas City, MO 64152
- **English Landing Elementary School**
6500 Klamm Drive
Kansas City, MO 64151
- **Graden Elementary School**
8804 NW 45 Highway
Kansas City, MO 64152
- **Hawthorn Elementary School**
8200 N Chariton Road
Kansas City, MO 64152

- **Line Creek Elementary School**
5801 NW Waukomis Drive
Kansas City, MO 64151
- **Prairie Point Elementary School**
8101 NW Belvidere Rd
Kansas City, MO 64152
- **Renner Elementary School**
7401 NW Barry Road
Kansas City, MO 64152
- **Southeast Elementary School**
5704 NW Northwood
Kansas City, MO 64151
- **Tiffany Ridge Elementary School**
5301 NW Old Tiffany Springs Road
Kansas City, MO 64154
- **Union Chapel Elementary School**
7100 NW Hampton RD
Kansas City, MO 64152
- **Russell Jones Education Center**
7642 NW Waukomis
Kansas City, MO 64151
- **Gerner Early Education Center**
8100 N Congress
Kansas City, MO 64153

Company Name: _____

Company Address: _____

City, State, Zip: _____

Company E-mail Address: _____

Company Telephone: _____ **Fax Number:** _____

Authorized Company Official's Name: _____

(Printed)

Signature of Company Official: _____

Date: _____