

October 2021
RFP No. 7-2122
SECTION IV

Firm Name Gold Star Foods / Northwest Distribution
Division

**NUTRITION SERVICES PRIME VENDOR
RFP DOCUMENTS**

Please complete forms attached.

As well as the pricing of the attached, the district is seeking proposals for the pricing of non-RFP items that will be purchased from time to time in addition to the items listed on this RFP. Quantity and actual product is not known at this time, consequently the fixed fee per case is the only pricing requested at this time.

Case Price	Fixed Fee Per Case
\$ 1.00 - \$ 10.00	\$ <u>3.50</u>
\$ 10.01 - \$ 20.00	\$ <u>3.50</u>
\$ 20.01 - \$ 30.00	\$ <u>3.50</u>
\$ 30.01 - \$ 40.00	\$ <u>3.50</u>
\$ 40.01 - \$ 50.00	\$ <u>3.50</u>
\$ 50.01 - \$ 75.00	\$ <u>3.50</u>
\$ 75.01 - \$100.00	\$ <u>3.50</u>
\$100.01 - \$150.00	\$ <u>3.50</u>
\$150.01 +	\$ <u>3.50</u>

Please list payment terms and discount (if any) for quick payment: 0 % NA days, net NA days

 ORIGINAL

**NUTRITION SERVICES PRIME VENDOR
RFP DOCUMENTS**

Receipt of Addendum numbered NA is hereby acknowledged.
(fill in number of each addenda received)

RFPs are subject to all requirements furnished with this RFP document. By signing RFP, vendor affirms having read the terms and conditions and specifications and agrees thereto and warrants that RFPs supplied herein conform to specifications herein, except if otherwise stated in a special condition by Spokane Public Schools.



Spokane Public Schools
excellence for everyone

RETURN RFP TO:

Purchasing Office
2815 East Garland Ave.
Spokane, WA 99207

FIRM NAME:

Gold Star Foods / Northwest Distribution

ADDRESS:

1750 W Hwy 52 / PO Box 277
Emmett, ID 83617

PHONE NO.

800-574-3643

FAX NO.

208-365-1699

BY (Please Print):

Laurie McCluskey

TITLE:

Viu President - General Manager

EMAIL:

laurie@toolsforschools.com

SIGNATURE

Firm Name Gold Star Foods / Northwest Distribution Division

**NUTRITION SERVICES PRIME VENDOR
RFP CHECK LIST**

The following items must be submitted with the RFP. Please check-off each item as completed and enclosed in the RFP response packet. Return this initialed sheet with your response:

1. ☒ An original copy of the correctly signed RFP document signature form (Section IV)
2. ☒ A copy of the addenda acknowledgment on the document signature form (Section IV)
3. ☒ A copy of the completed Critical Qualifying Factors (Attachment B)
4. ☒ A copy of the completed USDA Certification Regarding Debarment (Attachment D)
5. ☒ A copy of the completed Affirmative Action/Equal Opportunity Form (Attachment E)
6. ☒ A copy of the Representation Letter (Attachment F)
7. ☒ A copy of the Manufacturer's Participation in a HACCP Program list (Attachment G)
8. ☒ A copy of the Anti-Lobby Amendment Certification (Attachment I)
9. ☒ A complete copy of your product list
10. ☒ Completed CD-ROM or electronic thumb drive and paper copy of spreadsheet
11. ☒ A copy of the sales representative's resume.

The above forms have been completed and returned in the proposal response packet. Am (initial)

THIS FORM IS TO BE RETURNED WITH THE ORIGINAL RFP DOCUMENTS.

Firm Name Op'd Star Foods / Northwest Distribution Division

**NUTRITION SERVICES PRIME VENDOR
MINIMUM QUALIFYING FACTORS**

- | | |
|---|----------------------------------|
| 1. Vendor must bid on 90% of the items listed, alternates will be considered | Yes <u>✓</u> No <u> </u> |
| 2. Vendor will make deliveries to Spokane School sites as indicated.
In addition, vendor must be willing to deliver to all school sites as needed. | Yes <u>NA</u> No <u>NA</u> |
| 3. All products will be delivered in temperature appropriate trucks.
(Trucks must have either refrigeration or freezer capability.) | Yes <u>✓</u> No <u> </u> |
| 4. Vendor will supply order forms and product guides to all listed sites
periodically. (Not less than once per month.) | Yes <u>✓</u> No <u> </u> |
| 5. Deliveries must be broken down and set in temperature appropriate
space. | Yes <u>✓</u> No <u> </u> |
| 6. Vendor shall train all kitchen managers on order and delivery
procedures. (Please include a copy of all training materials available.) | Yes <u>✓</u> No <u> </u> |
| 7. Vendor shall supply periodic recaps of purchases by school, by
product, by category as requested (not more than monthly). | Yes <u>✓</u> No <u> </u> |
| 8. Vendor has passed health and State of Washington warehouse
inspections. | Yes <u>N/A</u> No <u>N/A</u> |
| 9. Vendor shall ensure ample equipment and staffing to fully comply
with this contract. | Yes <u>✓</u> No <u> </u> |
| 10. Vendor agrees to comply with security measures (See Section III.9) | Yes <u>✓</u> No <u> </u> |
| 11. Vendor agrees to comply with the "Buy American" provision. (Section III.36) | Yes <u>✓</u> No <u> </u> |
| 12. Vendor shall provide any software for on-line ordering and training
no additional cost to the district. | Yes <u>✓</u> No <u> </u> at |
| 13. On-line ordering capability exists. | Yes <u>✓</u> No <u> </u> |
| 14. Vendor is able to provide online and/or electronic CN information including
labels and nutrition information | Yes <u>✓</u> No <u> </u> |

Firm Name Op'd Star Foods / Northwest
Distribution
Division

**NUTRITION SERVICES PRIME VENDOR
MINIMUM QUALIFYING FACTORS**

(Circle appropriate answer)

15. Listed on a separate sheet, your 5 largest accounts along with the name and phone number of a contact person for that account. Attached? ☒ Yes ☐ No
16. Provide the percentage of shortages during the most recent full calendar month for these 5 largest accounts listed. Attached? ☒ Yes ☐ No
17. Provide the percentage of mis-picks for the same period for those accounts listed above. (Provide one month period within last 2 months) Attached? ☒ Yes ☐ No
18. Provide annual gross sales amount for last full fiscal year. Attached? ☒ Yes ☐ No
19. Provide list of at least two Eastern Washington school district prime vendor account references listing district name, contact person and phone number. Attached? Yes ☒ No NA
20. Provide the name, qualification and resume of your firm's representative who will serve as the District's point of contact. Attached? ☒ Yes ☐ No
21. Provide a "will call" logistics plan for last minute product requirements. Attached? Yes ☒ No NA
22. Does your firm have the ability to receive and track delivered USDA commodity products utilizing a Net Off Invoice tracking system? Yes ☒ No ☐

THIS FORM IS TO BE RETURNED WITH THE ORIGINAL RFP DOCUMENTS.

RFP No. 7-2122

Minimum Qualifying Factors

Company Background

GoodSource Solutions/Gold Star Foods (GS Foods) is a nationally recognized supply system solving the complex needs of our specialized food service partners. As the largest K-12 school-dedicated solutions provider in the nation, we partner with over 1000 school districts and support the service of over 6.5 million meals per day (1.1 billion meals annually), through our seven (7) Distribution Centers located in California (2), Oregon, Idaho, Colorado, Louisiana, and Virginia.

Founded in 1989, GoodSource Solutions (GSS) launched their business by marketing surplus foods to relief organizations, food banks, and correctional institutions through strategically located warehouses. Seven years later, GSS expanded its business model to include school food distribution. Through key acquisitions, GSS increased its national footprint to include distribution locations in Idaho (Northwest Distribution), Louisiana (Pon Food Corporation), and Virginia (Dori Foods), shifting the focus to supporting school foodservice operations.

Founded in 1978, Gold Star Foods (GSF) has been the leader in supporting K-12 operations since its inception. GSF is one of the only distributors in the nation that exclusively services school foodservice operations.

In 2019, GSS merged with GSF creating the largest dedicated school supply system in the nation – GS Foods. Our entire system (Logistics, Warehouse, Transportation, Purchasing, Information Technology, Customer Service, and Food Safety) is designed to support the specific needs of State Agencies and school districts.

15. Account References

- 1) **State of Idaho** (USDA Distribution contract)
Teresa Goodsell tgoodsell@sde.idaho.gov
208-332-6805
- 2) **State of Oregon** (USDA Distribution contract)
Chris Facha chris.facha@ode.state.or.us
503-947-5896
- 3) **West Ada School District** (Prime Vendor contract)
Jessica Hild Hild.Jessica@westada.org
208-350-5109
- 4) **Boise School District**
Lorrie Yogerst LORRIE.YOGERST@BOISESCHOOLS.ORG
208-854-4104
- 5) **Bonneville School District**
Heather Plain plainh@d93.k12.id.us
208-227-9671

16. Percentage of Shortages - .03%

17. Percentage of mis-picks – 03%

18. Annual Sales 8/1/20 – 7/21/21 - \$30,259,00.00

19. 2 Eastern Washington PV account references - None

20. Sales Representation –K-12 Account Management

GS Foods is a service-based company, distribution is more than just moving boxes, especially for the unique needs of school foodservice operations. GS Foods believes in building personal relationships with our school nutrition partners. Every customer is assigned a dedicated K-12 Account Specialist and local Sales Manager who works closely with each district to ensure day-to-day operations adhere to the contract requirements. The Idaho State Department of Education's dedicated team includes the following primary team members:

Greg Garman

Senior Sales Associate, Gold Star Foods / Northwest Distribution

ggarman@toolsforschools.com

800.574.3663

Greg has twenty-nine years of experience working in the food industry exclusively with K12 schools. Greg was instrumental in developing the Tools For Schools line of products and has formed great relationships with his customers over his tenure with Northwest Distribution.

Laurie McCluskey

Vice President, Gold Star Foods / Northwest Distribution Division

lmcccluskey@toolsforschools.com

800.574.3663

As one of the founding members of Northwest Distribution, Laurie has managed the USDA Foods Program since its inception in 1986. Laurie's experience spans over 43 years and includes experience as a food broker, manufacturer, and distributor. Laurie is an Industry Advisor on the ISNA Board, active with both Idaho and Oregon School Nutrition Associations and with the American Commodity Distribution Association.

21. Will Call plan – As the warehouse that products would be stocked is in Southern Idaho, will-calls would not be likely, but we will do everything we can to get product delivered as soon as possible.

Firm Name GoldStar Foods / Northwest
Distribution
Division

**NUTRITION SERVICES PRIME VENDOR
USDA CERTIFICATION REGARDING DEBARMENT**

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the next page in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions", without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**NUTRITION SERVICES PRIME VENDOR
USDA CERTIFICATION REGARDING DEBARMENT (CONT)**

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 INSTRUCTION ON PREVIOUS PAGE)

- (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 participant shall attach an explanation to this proposal.

Gold Star Foods / Northwest Distribution Division
Organization Name PR/Award Number or Project Name

Laurie M. Cluskey, VP / general manager
Name and Title(s) of Authorized Representative

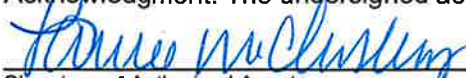
Laurie M. Cluskey 10-12-2021
Signature(s) Date

**NUTRITION SERVICES PRIME VENDOR
EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE STATEMENT**

Vendors who desire to provide the Spokane School District No. 81 with equipment, supplies and/or professional services must comply with the following affirmative action contract requirements. During the performance of this contract, the respondent agrees as follows:

1. Respondent agrees to comply with all Local, State and Federal Laws prohibiting discrimination with regard to race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap.
2. The respondent will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, or mental or physical handicap. The respondent will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The respondent agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this non-discrimination clause.
3. The respondent will, in all solicitations or advertisements for employees placed by or on behalf of the respondent, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, sex, marital status, age or the presence of any mental or physical handicap.
4. The respondent will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the respondent's affirmative action commitments, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
5. Any respondent who is in violation of these requirements, or an applicable Affirmative Action Program shall be barred forthwith from receiving award of any purchase order from this district or shall be subject to other legal action or contract cancellation unless satisfactory showing is made that discriminatory practices, or non-compliance with applicable affirmative action programs have terminated and that re-occurrence of such acts is unlikely. This includes compliance with Section 503 and 504 of the Vocational Rehabilitation Act of 1973 and Sections 2012 and 2014 of the Vietnam Era Veterans Readjustment Act of 1974.

Acknowledgment: The undersigned acknowledges that he/she has read and understands the foregoing.



Signature of Authorized Agent

Gold Star Foods / Northwest Distribution Division

Name of Firm

10/12/2021

Date

Firm Name Gold Star Foods / Northwest
Distribution Division

**NUTRITION SERVICES PRIME VENDOR
REPRESENTATION LETTER**

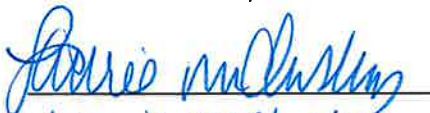
In connection with your evaluation of the financial statements of our business as of and for the year ended 1-31-2021, 20 ____, for the purpose of evaluation of our financial viability for purposes of qualifying for a RFP process for Spokane Public Schools, we confirm, to the best of our knowledge and belief, the following representations:

1. We are responsible for the fair presentation in the financial statements of financial position and results of operations of our company and its cash flows in conformity with generally accepted accounting principles.
2. There have been no:
 - a. Irregularities involving management or employees who have significant roles in the system of internal accounting control.
 - b. Irregularities involving other employees that could have a material effect on the financial statements.
 - c. Communications from regulatory agencies concerning noncompliance with or deficiencies in, financial reporting practices, grant provisions, laws and regulations that could have a material effect on the financial statements.
3. We have no plans or intentions that may materially affect the carrying value or classifications of assets, liabilities or owners' equity.
4. The following have been properly recorded or disclosed in the financial statements:
 - a. Joint ventures and related party transactions and related accounts receivable or payable, including revenues, expenses, loans, transfers, leasing arrangements and guarantees.
 - b. Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.
 - c. Agreements to repurchase assets previously sold.
5. There are no:
 - a. Violations or possible violations of contract provisions, laws and regulations whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.
 - b. Other material liabilities or gain or loss contingencies that are required to be accrued or disclosed by Statement of Financial Standards No. 5.
6. There are no unasserted claims or assessments or violations of contract provisions, laws and regulations that our lawyer has advised us are probable of assertion and must be disclosed in accordance with Statement of Financial Accounting Standards No. 5.

**NUTRITION SERVICES PRIME VENDOR
REPRESENTATION LETTER (CONT.)**

7. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.
8. The company has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged, except as otherwise disclosed. (Please elaborate if the exception(s) are not otherwise self-evident.)
9. Provision, when material, has been made to reduce excess or obsolete inventories to their estimated net realizable value or for any material loss to be sustained as a result of purchase commitments for inventory quantities in excess of normal requirements or in excess of the prevailing market price.
10. We have complied with all aspects of laws, regulations and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
11. No events have occurred subsequent to the balance sheet date that would require adjustment to, or disclosure in, the financial statements, except as otherwise disclosed. (Please elaborate if exception(s) are not otherwise self-evident.)

Signed:



Name:

Laurie McChesney
(Please Print)

Title:

VP/Gen Mgr

Date:

10-13-2021

Signed: _____

Name: _____

(Please Print)

Title: _____

Date: _____

THIS FORM TO BE RETURNED WITH THE ORIGINAL RFP DOCUMENT

**NUTRITION SERVICES PRIME VENDOR
MANUFACTURER'S PARTICIPATION IN A HACCP PROGRAM**

Please describe your Hazard Analysis Critical Control Point program and provide copies of materials and procedures that demonstrate your programs effectiveness.

All loads coming in or shipping out are checked for temperature.

Internal storage temperatures are recorded 3 times per day, 7 days per week.

We have an internal site inspection policy for maintenance as well as twice monthly pest control inspections.

All incoming loads are checked for security and we insure that all vendors are in compliance with HACCP.

If Distributor has a private company that inspects its warehouses, please list that company:

Firm

Address

Phone No.

Contact

Gold Star Foods / Northwest Distribution Division
51750 W Hwy 52 Emmett, ID 83617
800-574-3663
Laurie M. Cluskey

THIS FORM TO BE RETURNED WITH THE ORIGINAL RFP DOCUMENT

Gold Star Foods / Northwest Distribution Division HACCP Plan Critical Control Points

CCP Process Step	Critical Limit	Monitoring Process and Frequency	Corrective Action	Record	Verification
Receipt of Frozen and Refrigerated Products	Product Temperature: Frozen (+) 10 degrees F or cooler Refrigerated (+) 20 degrees F or cooler OR PRODUCT SPECIFIC	Measure temperature of sample products in inbound trailers o every load.	Work with carrier and supplier to prevent in future. If temperature exceeds specified temperature, do one of the following: 4) Consult supplier for special handling to reduce likelihood of microbial growth occurring. 5) Refer to Warehousing Guidelines for disposition rules. 6) Refuse product back to the carrier or supplier.	Inbound Trailer Receiving Log Calibration Record for Thermometer	Review Inbound Trailer Receiving Log and Disposition on a Daily Basis Review Thermometer Calibration Record Every Six Months
Storage of Frozen and Refrigerated Products	Freezer must be (+) 2 degrees F or cooler Cooler must be (+) 27 degrees F or cooler	Monitor temperature of freezers and coolers on a regular basis (at least every 8 hours,)	Repair and maintain freezers and coolers according to set schedule. If problem occurs, do one of the following: 1) Take temperature of food items to assess if serious (>2 hours; long term) exposure to temperature abuse occurred. 2) Move food items to alternate storage if appropriate. 3) Dispose of product according to internal procedures if appropriate.	Engine Room Log Sheet Maintenance records	Review Temperature Log for Coolers and Freezers Daily Keep Maintenance Records Current
Shipping of Frozen and Refrigerated Products	Trailer temperature must be (+)0-22 degrees F	Temperature of trailers for outbound shipments will be monitored prior to placing product on trailer for every shipment.	Get temperature to appropriate level prior to loading. Keep product in appropriate area until proper trailer temperature achieved.	Trailer Temperature Log Bills of Lading Shipping Records	Review Outbound Trailer Temperature Log Weekly or

HAZARD ASSESSMENT (HACCP PRINCIPLE #1)

PROCESS STEP	POTENTIAL HAZARDS	CCP?	YES OR NO	PREVENTATIVE MEASURES
Receiving products (Refrigerated and frozen)	<u>Biological</u> Potential microbial growth if Temperature abused	YES		Inspect product for evidence of abuse (part of General Procedures) Check temperature of products.
	<u>Physical</u> Damaged cases/containers Evidence of contamination	NO		General procedures for accepting inbound trucks will eliminate potential for this hazard. Will reject damaged product or any evidence of contamination.
	<u>Chemical</u> Related to physical contamination	NO		Same as above.
Storage of Products in Appropriate Areas	<u>Biological</u> Potential microbial growth if Temperature abused.	YES		Regular monitoring and recording of temperatures in coolers and freezers.
	<u>Physical</u> Cases becoming damaged in storage. Cross contamination	NO		General procedures prevent likelihood of damaged cases, if so, they are removed. Procedures also prevent cross contamination potential.
	<u>Chemical</u> Commingling of dry food products with chemicals	NO		General procedures and monitoring prevent the likelihood of occurrence.
Shipping of Products to Customers	<u>Biological</u> Potential microbial growth if temperature abused.	YES		Limit staging time, monitor dock temperature (both part of general procedures) Record temperature of truck prior to loading.
	<u>Physical</u> Contamination due to unsanitary shipping trailer or poor condition. Cross contamination potential	NO		General procedures do not allow placement of food products on such trailers. Cross contamination not likely due to general procedures for loading trucks.
	<u>Chemical</u> Commingling of dry food products with chemicals on outbound shipments	NO		General procedures do not allow commingling. Proper separation is standard procedures.

CRITICAL CONTROL POINT DETERMINATION
(HACCP PRINCIPLE #2)

CCP-A critical control point is a point, step, or procedure at which point control can be applied and a food safety hazard can be prevented, eliminated, or reduced to acceptable levels.

PROCESS STEP	HAZARD BIOLOGICAL =B PHYSICAL =P CHEMICAL =C	Q1. Does this step involve a hazard of sufficient risk and severity to warrant its control?	Q2. Does a preventative measure for the hazard exist at this step?	If Q2 is no: Is control at this step necessary for safety?	Q3. Is control at this step necessary to prevent, eliminate or reduce the risk of the hazard to consumers?	#CCP
1) Receiving refrigerated and frozen food products.	B=Potential microbial growth if temperature abuse has occurred during transit. P=Damaged cases or containers. P=Contamination due improper storage on trailer or poor trailer condition.	B= Yes P= Yes P=No	B= Yes P= Yes		B= Yes B= Yes, but covered under normal receiving procedures.	CCP #1
2) Storage of Food Products.	B=Potential microbial growth if temperature abuse occurs during storage. P=Damaged cases or containers. P=Contamination due to improper storage. C=Commingling of dry products.	B= Yes P= No P= No C=No	B= Yes		B= Yes	CCP #2
3) Shipping of Food Products.	B=Potential microbial growth if trailer temp too warm. P=Contamination due to unsanitary shipping trailer or cross contamination during loading.	B= Yes P=No	B= Yes		B= Yes	CCP #3

**CRITICAL LIMITS, MONITORING AND
CORRECTIVE ACTIONS
(HACCP PRINCIPLES #3, #4, & #5)**

PROCESS STEP	CRITICAL LIMIT	MONITORING PROCEDURES	CORRECTIVE ACTION
CCP			
1) Receipt of Frozen and Refrigerated Food products	<p>PRODUCT SHOULD BE:</p> <p><u>Frozen</u> (+) 10 deg F or cooler OR product specific*</p> <p><u>Refrigerated</u> (+) 20 deg F or cooler OR product specific*</p> <p>* Refer to Category specifications</p>	<p><u>What will be measured?</u> Temperature</p> <p><u>Where will the CL be measured?</u> In product or case of product as applicable.</p> <p><u>How will the CL be measured?</u> Thermometer</p> <p><u>Who will measure the CL?</u> Warehouse receiving personnel</p>	<p><u>How will the process be corrected?</u> Work with carrier and supplier to prevent in future. If temperature exceeds specified temperature, do one of the following: 1) Consult supplier for special handling to reduce likelihood of microbial growth occurring. 2) Refer to Warehousing Guidelines or Category specifications for handling rules. 3) Refuse product back to carrier or supplier.</p> <p><u>Who is responsible for implementing CA?</u> Laurie McCluskey, V. P. Operations (if unavailable, Travis Hyde)</p>
2) Storage of Frozen and Refrigerated Products	<p>TEMPERATURES SHOULD BE:</p> <p><u>Freezer</u> (+) 2 deg. F or cooler</p> <p><u>Cooler</u> (+) 27 deg. F or cooler</p>	<p><u>What will be measured?</u> Temperature of coolers and freezers.</p> <p><u>Where will the CL be measured?</u> In cooler or freezer.</p> <p><u>How will the CL be measured?</u> View thermometer in area and record temperature on log.</p> <p><u>Who will monitor the CL?</u> Warehouse receiving personnel</p>	<p><u>How will the process be corrected?</u> Repair and maintain freezers and coolers according to set schedule. Take temperature of food items to assess if serious (>2 hours) exposure to temperature abuse occurred. Move food items to alternate storage if appropriate. Dispose of product according to internal procedures if appropriate.</p> <p><u>Who is responsible for implementing the CA?</u> Laurie McCluskey, V. P. Operations (if unavailable, Travis Hyde)</p>

**CRITICAL LIMITS, MONITORING AND
CORRECTIVE ACTIONS (HACCP PRINCIPLES #3,
#4, & #5)**

PROCESS STEP	CRITICAL LIMIT	MONITORING PROCEDURES	CORRECTIVE ACTION
3) Shipping of Frozen and Refrigerated Food products	TRAILER SHOULD BE: <u>Frozen</u> (+) 0-22 deg. F <u>Refrigerated</u> (+) 0-22 deg. F	<u>What will be Measured?</u> Temperature <u>Where will the CL be measured?</u> In trailer <u>How will the CL be measured?</u> By thermometer, temperature-recording device, or examining other appropriate temperature monitoring instrument.	<u>How will the process be corrected?</u> Get temperature to appropriate level prior to loading. Keep product in appropriate area until proper trailer temperature achieved. <u>Who is responsible for assuring implementation of CA?</u> Laurie McCluskey, V. P. Operations (If unavailable, Travis Hyde)
		<u>Who will measure the CL?</u> Warehouse Shipping personnel	

RECORDKEEPING AND VERIFICATION PROCEDURES (HACCP PRINCIPLES 6 & 7)

PROCESS STEP	RECORDS	RESPONSIBILITY	CCP VERIFICATION
CCP			
1) Receipt of Frozen and Refrigerated	INBOUND TRAILER RECEIVING LOG CALIBRATIONS RECORD FOR THERMOMETER	Warehouse Receiving Personnel Warehouse Receiving Personnel	Review Log and Disposition Daily Calibrate thermometer every 6 months
2) Storage of Frozen and Refrigerated Products	DAILY TEMPERATURE LOG FOR COOLER AND FREEZER DOCUMENT MAINTENANCE ON FREEZERS AND COOLERS	Warehouse Personnel Warehouse Personnel	Review Log Weekly Review Every Six Months
3) Shipping of Products to Customers	OUTBOUND TRAILER TEMPERATURE LOG BILLS OF LADING SHIPPING RECORDS	Warehouse Personnel	Review Outbound Trailer Temperature Log Daily OR WEEKLY?? Review Bills of Lading Daily OR WEEKLY?? Review Shipping Records Daily OR WEEKLY??

CRITICAL CONTROL POINT DETERMINATION (HACCP PRINCIPLE 2)

PROCESS STEP	HAZARD BIOLOGICAL =B PHYSICAL =P CHEMICAL =C	Q1. Does this step involve a hazard of sufficient risk and severity to warrant its control?	Q2. Does a preventive measure for the hazard exist at this step?	Q3. If Q2 is No, is control at this step necessary for safety?	Q4. Is control at this step necessary to prevent, eliminate or reduce the risk of the hazard to consumers?	Critical Control Point
1) Receiving refrigerated and frozen food products	B= Potential microbial growth if temperature abuse has occurred during transit. P= Damaged cases or containers. P= Contamination due to improper storage on trailer or poor trailer condition.	B= Yes P= Yes P= No	B= Yes P= Yes		B= Yes P= Yes, but covered under normal receiving procedures	CCP #1
2) Storage of food products	B= Potential microbial growth if temperature abuse occurs during storage. P= Damaged cases or containers. P= Contamination due to improper storage. C= Commingling of dry products	B= Yes P= No P= No C= No	B= Yes		B= Yes	CCP #2

PROCESS	HAZARD	Q1. Does this step involve a hazard of sufficient risk and severity to warrant its control?	Q2. Does a preventive measure for the hazard exist at this step?	Q3. If Q2 is No, is control at this step necessary for safety?	Q4. Is control at this step necessary to prevent, eliminate or reduce the risk of the hazard to consumers?	Critical Control Point
STEP	Biological = B Physical = P Chemical = C					
3) Shipping of Food Products	B= Potential microbial growth if trailer temp too warm. P= Contamination due to unsanitary shipping trailer or cross contamination during loading.	B= Yes P= No	B= Yes		B= Yes	CCP #3

Additional rationale for not making physical damage to cases, cross contamination, commingling, or unsanitary conditions Critical Control Points is as follows: Temperature problems, either with inbound trailers, coolers and freezers and outbound trailers can occur regardless of whether every other procedure is performed according to plan. Therefore, monitoring and control is imperative. When daily inspections and normal procedures are followed damaged cases are not received and are removed if damage occurs during storage, cross contamination of raw with ready-to-eat products, and etc. does not occur , and commingling of dry products with chemicals does not occur. Additional monitoring and considering these practices as Critical Control Points is unnecessary. These processes will occur and provide sufficient prevention as part of normal GMP's or general practices to prevent a safety risk to the consumer.

**CRITICAL LIMITS, MONITORING AND
CORRECTIVE ACTIONS
(HACCP PRINCIPLES 3, 4, AND 5)**

CCP PROCESS STEP	CRITICAL LIMIT	MONITORING PROCEDURES OF CRITICAL LIMIT (CL)	CORRECTION ACTION
1) Receipt of Frozen and Refrigerated Food Products	<u>Product temperature must be:</u> Frozen (+) 10 deg. F. or cooler Or product specific* Refrigerated (+) 20 deg. F. or cooler Or product specific* *Refer to category specifications	<u>What will be measured?</u> Temperature <u>How often will CL be measured?</u> Every load <u>Where will the CL be measured?</u> In product or case of product as applicable. <u>How will the CL be measured?</u> Thermometer <u>Who will measure the CL?</u> Warehouse receiving personnel	<u>How will the process be corrected?</u> Work with carrier and supplier to prevent in future. If temperature exceeds specified temperature, do one of the following: 1) Consult supplier for special handling to reduce likelihood of microbial growth occurring. 2) Refer to Warehousing Guidelines or category specifications for handling rules. 3) Refuse product back to carrier or supplier. <u>Who is responsible for implementing CA?</u> Laurie McCluskey, V. P. Operations (If unavailable, Travis Hyde, Warehouse Manager)
2) Storage of Frozen and Refrigerated Products	<u>Storage temperature must be:</u> Freezer: (+) 2 deg. F. or cooler Cooler: (+) 27 deg. F. or cooler	<u>What will be measured?</u> Temperature of coolers and freezers. <u>How often will CL be measured?</u> On a regular basis; at least every 8 hours. <u>Where will the CL be measured?</u> In cooler of freezer. <u>How will the CL be measured?</u> View thermometer in area and record temperature on log. <u>Who will monitor the CL?</u> Warehouse receiving personnel	<u>How will the process be corrected?</u> Repair and maintain freezers and coolers according to set schedule. Take temperature of food items to assess if serious long-term (more than two hours) exposure to temperature abuse occurred. Move food items to alternate storage if appropriate. Dispose of product according to internal procedures if appropriate. <u>Who is responsible for implementing the CA?</u> Laurie McCluskey, V. P. Operations (If unavailable, Travis Hyde, Warehouse Manager)

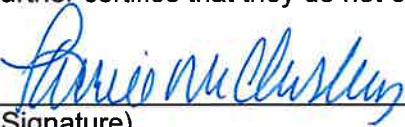
CCP PROCESS	CRITICAL LIMIT	MONITORING PROCEDURES OF CRITICAL LIMIT (CL)	CORRECTIVE ACTION
3) Shipping of Frozen and Refrigerated Food Products	Trailer temperature must be (+) 0-22 degrees F.	<p><u>What will be measured?</u> Temperature</p> <p><u>How often will CL be measured?</u> Every shipment</p> <p><u>Where will the CL be measured?</u> In trailer</p> <p><u>How will the CL be measured?</u> By thermometer, temperature-recording device, or examining other appropriate temperature monitoring instrument.</p> <p><u>Who will measure the CL?</u> Warehouse shipping personnel</p>	<p><u>How will the process be corrected?</u> Get temperature to appropriate level prior to loading.</p> <p>Keep product in appropriate area until proper trailer temperature achieved.</p> <p><u>Who is responsible for assuring implementation of CA?</u> Laurie McCluskey, V. P. Operations (If unavailable, Travis Hyde, Warehouse Manager)</p>


CCP PROCESS STEP	RECORD	PERSON RESPONSIBLE FOR RECORDKEEPING	VERIFICATION AND PERSON RESPONSIBLE
1) Receipt of Frozen and Refrigerated Products	Inbound Trailer Receiving Log Thermometer Calibration Record	Warehouse Receiving Personnel Warehouse Receiving Personnel	Review Log and Disposition Daily/Laurie McCluskey, V. P. Operations Calibrate thermometer every 6 months/Laurie McCluskey, V. P. Operations
2) Storage of Frozen and Refrigerated Products	Engine Room Log Sheet Freezer and Cooler Maintenance Records	Warehouse Personnel Warehouse Personnel	Review Log Weekly/Laurie McCluskey, V. P. Operations Review Every Six Months/Laurie McCluskey, V. P. Operations
3) Shipping of Products to Customers	Outbound Trailer Temperature Log OR Bills of Lading OR Shipping Records	Warehouse Personnel Warehouse Personnel Warehouse Personnel	Review Outbound Trailer Temperature Log Daily OR WEEKLY?? / Laurie McCluskey, V. P. Operations Review Bills of Lading Daily OR WEEKLY? /Laurie McCluskey, V. P. Operations Review Shipping Records Daily OR WEEKLY? /Laurie McCluskey, V. P. Operations

**NUTRITION SERVICES PRIME VENDOR
ANTI-LOBBYING CERTIFICATION**

BYRD ANTI-LOBBYING AMENDMENT: In accordance with federal regulations, contractor must submit certification that it will not and has not used federal appropriated funds to pay any person or organization 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 obtaining any federal contract, grant or any other award covered by this amendment. Each must also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award.

By signature below, our firm certifies that it is in full compliance of the Byrd Anti-Lobbying Amendment and further certifies that they do not contract with other firms or individuals who are in violation of this Amendment.


(Signature)


(Printed Name)


(Title)


(Firm Name)

THIS FORM TO BE RETURNED WITH THE ORIGINAL RFP DOCUMENT

Spokane Public Schools
Supplemental
Prime Vendor
RFP Product List

Category	Manufacturer Brand	Manufacturer's Number	Child Nutrition Label Info	Item Pack	Item Size	Case Use	Manufacturer Brand (if different from spec)	Manufacturer Number	Stocked In Vendor Warehouse Yes/No	Pack	Distributor Case Cost	Site Fixed Fee	Warehouse		Total Price + Warehouse Fee	Extended Total
													Fixed Fee 150 +	Cases Drop		
MOST COMMONLY ORDERED ITEMS PRICE EVALUATION BASED ON THESE ITEMS - MUST PRICE 100% OF THIS SECTION!																
BERRIES & CREAM SWIRLED TWIN BREADSTICKS		A35049	2 oz Grain	48	2.8 oz IW	360					23.57		3.5		23.57	8485.2
LIEGE WAFFLE WIG IW BLUEBERRY WRAPPED		5722BL	2 Oz Grain Equiv	72	2.3 oz IW	180					39.5		3.5		39.5	7110
LIEGE WAFFLE WIG IW MALE WRAPPED		5722MA	2 Oz Grain Equiv	72	2.3 oz IW	180					39.5		3.5		39.5	7110
ISLAND DRIED FRUIT MIX (RAISIN/PINEAPPLE/ BANANA CHIPS)		596640	1/2 Cup Fruit	325	1.2 oz IW	180					94.73		3.5		94.73	17051.4
DRY ROAST SUNFLOWER KERNELS W/SEA SALT		1113	1 Meas/VA	325	1.1 oz IW	60					62.44		3.5		62.44	3746.4
PEPPERS -TURKEY HAM & CHEESE WIG PORK FREE		051M	2 Meas/2 oz Grain	105	4 oz IW	180					84.54		3.5		84.54	15217.2
STUFFWICH SANDWICH PEPPERONI PIZZA WIG		593M	2 Meas/2 oz Grain	120	4 oz IW	160					85.48		3.5		85.48	13676.6
															Price Evaluation Total	72397
GRAINS																
EXTRA LONG BREADSTICK GARLIC WIG FULLY BAKED		6590986	2 Oz Grain Equiv	144	1.96 oz						29.5		3.5			
EXTRA LONG BREADSTICK WIG FULLY BAKED		6590849	2 Oz Grain Equiv	150	1.8 oz						22.93		3.5			
BREADSTICK GARLIC WIG FULLY BAKED		6558320	1 Oz Grain Equiv	230	1.19 oz						22.9		3.5			
BREADSTICK WIG FULLY BAKED		6598301	1 Oz Grain Equiv	230	1 oz						24.61		3.5			
THICK SLICED GARLIC FRENCH BREAD WIG FULL BK		6588392	1 Oz Grain Equiv	125	1.2 oz						25.9		3.5			
MINI PRETZEL STICKS		25195	1 Oz Grain Equiv	300	7 oz IW						35.34		3.5			
BREAKFAST GRAINS																
BREAD BITES, MIXED BERRY FILLED		A34021	5 Oz Grain Equiv	300	7 oz						34.69		3.5			
BREAD BITES, MAPLE FRENCH TOAST FILLED		A35021	5 Oz Grain Equiv	300	7 oz						34.69		3.5			
BREAD BITES, VANILLA SWEET CREAM FILLED		A35022	5 Oz Grain Equiv	300	7 oz						34.69		3.5			
CINNAMON & OATS 4" COOKIE ROLING WIG		10503	2 Oz Grain Equiv	96	2.8 oz IW						38.36		3.5			
APPLE CINNAMON GLAZED TEXAS TOAST WIG		222M	2 Oz Grain Equiv	96	1.3 oz IW						52.02		3.5			
LIEGE WAFFLE WIG STRAWBERRY		5722ST	2 Oz Grain Equiv	72	2.3 oz IW						39.5		3.5			
LIEGE WAFFLE WIG VANILLA		5722VA	2 Oz Grain Equiv	72	2.3 oz IW						39.5		3.5			
DESSERT GRAINS																
MASHMALLOW & CRISPY RICE TREATS, WIG		507-906	5 Oz Grain Equiv	100	8 oz IW						20.81		3.5			
COOKIE FULLY BAKED, CANDY PIECES, WIG		10525	5 Oz Grain Equiv	250	9 oz Bulk						31		3.5			
COOKIE FULLY BAKED, CHOC CHUNK, WIG		10505	5 Oz Grain Equiv	250	9 oz Bulk						35.46		3.5			
COOKIE FULLY BAKED, SINKERBOODE, WIG		10504	5 Oz Grain Equiv	250	9 oz Bulk						35.46		3.5			
COOKIE FULLY BAKED, CHOC CELEBRATION, WIG		10506	5 Oz Grain Equiv	250	9 oz Bulk						35.46		3.5			
WHITE FROSTED SUGAR COOKIE W/SPRINKLES WIG		10501	5 Oz Grain Equiv	126	1.5 oz Bulk						34.68		3.5			
PINK FROSTED SUGAR COOKIE W/SPINKLES, WIG		10500	5 Oz Grain Equiv	126	1.5 oz Bulk						34.68		3.5			
FROSTED SUGAR COOKIE WIG, HALLOWEEN		15500	5 Oz Grain Equiv	126	1.5 oz Bulk						34.68		3.5			
FROSTED SUGAR COOKIE WIG, THANKSGIVING		15501	5 Oz Grain Equiv	126	1.5 oz Bulk						34.68		3.5			
FROSTED SUGAR COOKIE WIG, HOLIDAY/CHRISTMAS		16500	5 Oz Grain Equiv	126	1.5 oz Bulk						34.68		3.5			
FROSTED SUGAR COOKIE WIG, VALENTINE'S DAY		11500	5 Oz Grain Equiv	126	1.5 oz Bulk						34.68		3.5			
FROSTED SUGAR COOKIE WIG, ST. PATRICK'S DAY		12500	5 Oz Grain Equiv	126	1.5 oz Bulk						34.68		3.5			
FROSTED SUGAR COOKIE WIG, SPRING/EASTER		13500	5 Oz Grain Equiv	126	1.5 oz Bulk						34.68		3.5			
FROSTED SUGAR COOKIE WIG, PATRIOTIC		14500	5 Oz Grain Equiv	126	1.5 oz Bulk						34.68		3.5			
FRUIT																
LEMON BLAST SOUR FRUIT FLAVOR GOLDEN RAISIN		RAISE15	1/2 Cup Fruit	200	1.66 oz IW						62		3.5			
ORANGE BLAST SOUR FRUIT FLAVOR GOLDEN RAISIN		RAISE15	1/2 Cup Fruit	200	1.66 oz IW						62		3.5			
WATERMELON SOUR FRUIT FLAVOR GOLDEN RAISIN		RAISE15	1/2 Cup Fruit	200	1.66 oz IW						64		3.5			
FRUIT SPLASH SOUR FRUIT FLAVOR GOLDEN RAISIN		RAISE15	1/2 Cup Fruit	200	1.66 oz IW						62		3.5			
[FRUIT JUICE SMOOTHIES - Shelf stable then freeze prior to serving!]																

Spokane Public Schools
Supplemental
Prime Vendor
RFP Product List[illegible]