
INVITATION FOR BID

This Invitation for Bid establishes the conditions to be met by agencies interested in providing vended meals to Community Child Care Council of Santa Clara County, Inc hereinafter referred to as the AGENCY. Subject to the conditions prescribed, sealed bids are invited for the purpose of providing breakfasts, and/or lunches, and/or snacks, hereinafter referred to as MEALS that meet the Child and Adult Care Food Program (CACFP). MEALS are required for the following child development centers:

1. 4C Child Development Center - Summerwind
2055 Summerside Drive, San Jose, CA 95122
2. 4C Child Development Center- Checkers
302 Checkers Drive, San Jose, CA 95133
3. Early Learning Center - Orchard
921 Fox Lane, San Jose, CA 95121

Term of Agreement: June 11, 2010 to June 10, 2011

Approximate number of children: 150

Bidders may request copies of the IFB by contacting **Nina Jusuf** by any of the following methods:

- Phone: (408) 457-3150
- Email: ninaj@4c.org

Scope of Work: The Vendor will supply MEALS to the AGENCY that comply with the nutrition standards established by the United States Department of Agriculture (USDA) for the traditional menu planning which is further described in Attachment A to this IFB. The vendor will prepare MEALS at a site that maintains the appropriate state and local health certifications for the facility and will package and deliver these MEALS in accordance with the food safety guidelines of the appropriate governing health departments. Vendors must submit with their bid, a copy of the current state and local health certifications. The AGENCY will not pay for meals that are spoiled or unwholesome at time of delivery.

VENDOR RESPONSIBILITIES

- a. VENDOR shall deliver meals to location(s) at times specified by AGENCY.
- b. VENDOR shall be responsible for the condition or care of MEALS until they are delivered to the center.
- c. VENDOR shall provide to AGENCY no later than one (1) week prior to the end of each month, a monthly menu covering the meals to be served for the following month.

- d. When requested by the AGENCY, the VENDOR shall provide AGENCY with sack lunches for field trips. All meals for field trips must meet the appropriate meal pattern requirements.
- e. VENDOR shall be responsible for maintaining the proper temperature of the lunch components until they are delivered.
- f. VENDOR shall maintain all necessary records on the nutritional components and quantities of the MEALS served at the AGENCY and make said records available for inspection by State and Federal authorities upon request
- g. VENDOR shall maintain all necessary records pertaining to the receipt and use of USDA donated foods provided to the VENDOR by the AGENCY.
- h. VENDOR shall assume all liability for proper use and protection of commodities and materials necessary to prepare the meals while they are stored at the preparation site.

AGENCY RESPONSIBILITIES

- a. AGENCY shall notify VENDOR of the number of MEALS needed each week by the end of business Wednesday of the preceding week. AGENCY shall be obligated to pay for the number of MEALS requested even if not served or consumed.
- b. The AGENCY shall notify the VENDOR of the number of sack lunches needed by the end of business Wednesday of the week preceding the day that sack lunches will be required.
- c. The AGENCY shall not pay for meals that are spoiled or unwholesome at time of delivery.

The vendor's food service program must also meet the following criteria:

- CACFP compliant MEALS (all MEALS must be eligible for state and federal reimbursement)
- CACFP menu recordkeeping and planning necessary to receive reimbursements
- Fresh fruit and/or vegetable with every MEAL.
- All bids must indicate if milk will be provided with each MEAL and what type(s).
- All fresh, home-style foods: no overly processed, fried, or packaged product lunches (ie: taco pockets, etc)
- Hormone and anti-biotic free meat and dairy products
- Organic ingredients used whenever possible
- A nutrition education offering must be included with meal service
- Operates in an environmentally sustainable manner

All bids must include:

- a per- MEAL cost for lunch
- a per- MEAL cost for breakfast
- a per- MEAL cost for snack
- a 21-day cycle menu for each meal as an example of expected offerings. Offerings must be compliant with state and federal portion sizes and nutritional values. See Appendices.
- Certificate of Independent Price Determination
- A copy of the vendors current health permit for the facility at which meals will be prepared and food items stored.
- Cost for any additional equipment for supplies needed for meal service
- Delivery charges

All bids of \$25,000 or more must include the following certifications from potential vendors:

- Certification Regarding Lobbying
- Disclosure of Lobbying Activities
- Certification Regarding Debarment, Suspension, and Ineligibility
- See Appendices for these documents

Bids will be received only at **2515 N. 1st street, San Jose, CA 95131, attention: Nina Jusuf.** No bids will be received after **June 4, 2010.** All bids will be publicly opened and announced at the **2515 N. 1st street, San Jose, CA 95131 on Monday, June 7, 2010)**

AGENCY reserves the right to waive any informalities or to reject any or all bids.

No submitted bid may be withdrawn by a bidder within sixty (60) days after the bid opening unless AGENCY consents to a withdrawal of the bid during such period.

Attachment:

1. Child and Adult Care Food Program meal requirements for children ages one through twelve.

Meal Pattern for Older Children

Child and Adult Care Food Program meal requirements for children ages one through twelve.

Breakfast

Milk

Type	Ages 1 to 2 years	Ages 3 to 5 years	Ages 6 to 12 years
Fluid Milk	1/2 cup	3/4 cup	1 cup

Vegetables, Fruit

Type	Ages 1 to 2 years	Ages 3 to 5 years	Ages 6 to 12 years
Vegetable, Fruit, or Full-Strength (100%) Juice	1/4 cup	1/2 cup	1/2 cup

Grains/Breads (whole grain or enriched)

Type	Ages 1 to 2 years	Ages 3 to 5 years	Ages 6 to 12 years
Bread	1/2 slice	1/2 slice	1 slice
OR Rolls, Muffins, etc.	1/2 serving	1/2 serving	1 serving
OR Cold Dry Cereal (volume or weight, whichever is less)	1/4 cup or 1/3 oz.	1/3 cup or 1/2 oz.	3/4 cup or 1 oz.
OR Cooked Cereal, Pasta, Noodle Products, or Cereal Grains	1/4 cup	1/4 cup	1/2 cup

Lunch or Supper

Milk

Type	Ages 1 to 2 years	Ages 3 to 5 years	Ages 6 to 12 years
Fluid Milk	1/2 cup	3/4 cup	1 cup

Vegetables, Fruits

Type	Ages 1 to 2 years	Ages 3 to 5 years	Ages 6 to 12 years
Vegetable and/or Fruit (two or more kinds)	1/4 cup total	1/2 cup total	3/4 cup total

Grains/Breads (whole grain or enriched)

Type	Ages 1 to 2 years	Ages 3 to 5 years	Ages 6 to 12 years
Bread	1/2 slice	1/2 slice	1 slice
OR Rolls, Muffins, etc	1/2 serving	1/2 serving	1 serving
OR Cooked Cereal, Pasta, Noodle Products, or Cereal Grains	1/4 cup	1/4 cup	1/2 cup

Meat/Meat Alternatives

Type	Ages 1 to 2 years	Ages 3 to 5 years	Ages 6 to 12 years
Lean Meat, Fish, or Poultry (edible portion as served)	1 oz.	1.5 oz.	2 oz.
OR Cheese (natural or processed)	1 oz.	1.5 oz.	2 oz.

OR Cottage Cheese, Cheese Food/Cheese Spread Substitute	1/4 cup or 2 oz.	3/8 cup or 3 oz.	1/2 cup or 4 oz.
OR Egg (large)	1/2 egg	3/4 egg	1 egg
OR Cooked Dried Beans or Dried Peas ₁	1/4 cup	3/8 cup	1/2 cup
OR Peanut Butter, Reduced-Fat Peanut Butter, Soy Nut Butter, or Other Nut or Seed Butters	2 Tbsp.	3 Tbsp.	4 Tbsp.
OR Peanuts, Soy Nuts, Tree Nuts, Roasted Peas, or Seeds ₂	1/2 oz. ²	3/4 oz. ²	1 oz. ²
OR yogurt (plain or flavored, unsweetened or sweetened)	1/2 cup	3/4 cup	1 cup
OR An Equivalent Quantity of Any Combination of the Above Meat/Meat Alternatives	N/A	N/A	N/A

A.M. or P.M. Supplement

(select 2 of these 4 components)³

Milk

Type	Ages 1 to 2 years	Ages 3 to 5 years	Ages 6 to 12 years
Fluid Milk	1/2 cup	1/2 cup	1 cup

Vegetables, Fruits

Type	Ages 1 to 2 years	Ages 3 to 5 years	Ages 6 to 12 years
Vegetable, Fruit, or Full-Strength (100%) Juice	1/2 cup	1/2 cup	3/4 cup

Grains/Breads (whole grain or enriched)

Type	Ages 1 to 2 years	Ages 3 to 5 years	Ages 6 to 12 years
Bread	1/2 slice	1/2 slice	1 slice
OR Rolls, Muffins, etc.	1/2 serving	1/2 serving	1 serving
OR Cold Dry Cereal (volume or weight, whichever is less)	1/4 cup or 1/3 oz.	1/3 cup or 1/2 oz.	3/4 cup or 1 oz.
OR Cooked Cereal, Pasta, Noodle Products, or Cereal Grains.	1/4 cup	1/4 cup	1/2 cup

Meat/Meat Alternatives

Type	Ages 1 to 2 years	Ages 3 to 5 years	Ages 6 to 12 years
Lean Meat, Fish, or Poultry (edible portion as served)	1/2 oz.	1/2 oz.	1 oz.
OR Cheese (natural or processed)	1/2 oz.	1/2 oz.	1 oz.

OR Cottage Cheese, Cheese Food/Cheese Spread Substitute	1/8 cup or 1 oz.	1/8 cup or 1 oz.	1/4 cup or 2 oz.
OR Egg (large)	1/2 egg	1/2 egg	1/2 egg
OR Yogurt (plain or flavored, unsweetened or sweetened ⁴)	1/4 cup	1/4 cup	1/2 cup
OR Cooked Dried Beans or Dried Peas ¹	1/8 cup	1/8 cup	1/4 cup
OR Peanut Butter, Reduced-Fat Peanut Butter, Soy Nut Butter, or Other Nut or Seed Butters	1 Tbsp.	1 Tbsp.	2 Tbsp.
OR Peanuts, Soy Nuts, Tree Nuts, Roasted Peas, or Seeds	1/2 oz	1/2 oz.	1 oz.
OR An Equivalent Quantity of Any Combination of the Above Meat/Meat Alternatives	N/A	N/A	N/A

¹ Dried beans or dried peas may be used as a meat alternate or as a vegetable component; but *cannot* be counted as both components in the same meal.

² No more than 50 percent of the requirement shall be met with nuts or seeds. Nuts or seeds shall be combined with another meat/meat alternate to fulfill the requirement. to determine combinations, 1 oz. of nuts or seeds is equal to 1 oz. of cooked lean meat, poultry, or fish. Roasted peas can count as a meat alternate or vegetable component, but cannot be counted as both in the same meal.

³ Juice *cannot* be served when milk is served as the only other component.

⁴ If yogurt is used as the meat component in supplements, milk *cannot* be used to satisfy the second component requirement. Commercially added fruit or nuts in flavored yogurt *cannot* be used to satisfy the second component requirement in supplements.