

**SPECIFICATIONS AND BID FORM FOR
KITCHEN EQUIPMENT, BID # 14-10**

Sealed bids will be received by the Lafayette Parish School System (LPSS) Purchasing Department, 113 Chaplin Drive, Lafayette, LA up to 3:30 p.m. C.S.T., on July 16, 2009 for Kitchen Equipment.

All bids shall be submitted sealed to the LPSS Purchasing Department on or before the above time and date, at 113 Chaplin Drive, Lafayette, LA 70508/ P.O. Drawer 2158, Lafayette, LA 70502 with a sealed envelope plainly marked "Sealed Bid 14-10, Kitchen Equipment, opening July 16, 2009 at 3:30 p.m.". **ALL BIDS SHALL BE SENT BY REGISTERED OR CERTIFIED MAIL WITH A RETURN RECEIPT REQUESTED.** At the above time and place bids will be publicly opened and read aloud in the Personnel Conference room.

SPECIAL PROVISIONS

1. SCOPE:

1.1 The intent of this solicitation is to obtain competitive bids for the estimated annual requirements for **KITCHEN EQUIPMENT** for the Lafayette Parish School System, in accordance with the terms, conditions and specifications contained herein.

1.2 **REQUIRED BID SUBMITTALS:** The section titled **BID PROPOSAL FORM** and the following supplemental information must be submitted within the time frames specified below.

a. **Special Provisions**, Paragraph 5.2, requires descriptive literature to be provided with the bid if an item is offered as an equal to the brand name specified.

2. PERIOD OF CONTRACT:

2.1 The period of this contract shall be from **August 1, 2009 through June 30, 2010.**

3. PRICES AND PRICE ADJUSTMENT:

3.1 All prices/discounts shall be F.O.B. Destination and shall include all charges that may be imposed in fulfilling the terms of this contract. Prices/discounts shall remain firm for the duration of the contract.

3.2 Whenever there is a reduction in price, which is lower than the contract price, offered to similarly situated customers contracting for the same

period and under the same terms and conditions, said, reduction must be presented directly to the Purchasing Department of the Lafayette Parish School System.

Prices may not exceed the national advertised and available General Services Administration (GSA) governmental price list.

The Lafayette Parish School System does not intend to award or to maintain any item in any group that is offered at a price equal or above the manufacturer's list price.

4. QUANTITIES:

4.1 The quantities specified on the Pricing Schedule are estimated only, and are given for the information of bidders and for the purpose of bid evaluation. They do not indicate the actual quantity that will be ordered, since such volume will depend upon requirements that develop during the contract period. The Contractor will be required to fill all orders placed regardless of the original quantities shown.

5. SPECIFICATIONS AND LITERATURE:

5.1 Brand name(s) and/or catalog number(s) are given for purposes of identification and to denote the standard of quality desired, and do not, in any way, restrict bidders to a specific make and manufacturer. If there is any deviation in the pack, source, quality, etc., of an item bid from that prescribed in the specification, the appropriate line in the specifications is to be ruled out and the substitution clearly indicated. All substitutions must be functionally equivalent to the item specified.

5.2 Each bidder is required to submit the following information with the Bid Proposal Form:

- 5.2.a. Catalog cut sheets and/or descriptive literature labeled with the Invitation for Bid number;
- 5.2.b. Bid item number and bidder's name;
- 5.2.c. Full illustrations and detailed specifications for each item offered "functionally equivalent" to the brand name specified;
- 5.2.d. All differences in specifications from brand name must be so marked.

Descriptive literature is required for the purpose of bid evaluation and award, details of the product(s) the bidder proposes to furnish as to design, materials, method of manufacture, construction, assembly or operation, as appropriate. **FAILURE TO SUBMIT THE DESCRIPTIVE LITERATURE SHALL BE CAUSE FOR REJECTION OF THAT ITEM.**

6. QUOTATION LIMITATION:

- 6.1 **Bidders shall offer only ONE ITEM AND PRICE for each line item bid.** No alternatives will be accepted, unless requested by the LPSS. If an "or approved equal" item is to be bid, the bidder must select the brand and model that meets or exceeds the specified item and submit his bid for that item. **DESCRIPTIVE LITERATURE OF THE "APPROVED EQUAL" ITEM MUST BE SUBMITTED PRIOR TO OR RETURNED WITH THE BID PROPOSAL FORM PRIOR TO THE BID CLOSING.** A discount price offered for a quantity purchase of the same manufacturer and model would not be considered a limitation; however, only the unit price requested will be considered in the award.

7. TIME OF PERFORMANCE:

- 7.1 The delivery time required after receipt of the purchase order (ARO) must be stated IN DAYS in the appropriate spaces on the Pricing Schedule. Indefinite terms such as "promptly," "without delay," "stock," etc., will not be given consideration. **FAILURE TO INDICATE DELIVERY TIME SHALL BE CAUSE FOR REJECTION OF THAT ITEM.**

8. DELIVERY & INSTALLATION:

- 8.1 Prior to delivery of equipment, the Vendor must contact Child Nutrition Services at 337-521-7370 to set-up a delivery appointment with the Fixed Asset Coordinator. Deliveries that are not pre-scheduled through the Child Nutrition Services Office will not be accepted and returned at expense of vendor.
- 8.2 Disconnection (if applicable) and/ or removal of existing equipment will be the responsibility of Child Nutrition Services prior to delivery/ installation date.
- 8.3 Deliveries will be made to various locations in Lafayette Parish. Delivery location shall be stated on each purchase order issued.
- 8.4 Warehouse deliveries for the Lafayette Parish Public School System (LPSS), Child Nutrition Warehouse Department, 101 Evans Lane, Lafayette, Louisiana 70506, will be received between the hours of 6:30 a.m. and 1:00 p.m., Monday through Friday, except School System Holidays.
- 8.5 Inside delivery direct to schools, centers, or LPSS agencies will include off-loading from the selected carrier and carrying inside the receiving school, center or LPSS agency. Receiving hours will be from 6:30 a.m. through 1:00 p.m., Monday through Friday, except School System Holidays, unless other arrangements have been made with the receiving school, center or LPSS agency.
- 8.6 Vendor must install new equipment at time of delivery.

8.7 Vendor must provide demonstration/ in-service of new equipment by qualified personnel to entire kitchen staff at time of installation or other time scheduled with Child Nutrition Services Fixed Asset Coordinator.

9. DELIVERY FAILURE:

9.1 Bidders are CAUTIONED to carefully consider the delivery time they indicate for each item, as they will be required to adhere to that delivery time.

9.2 Vendors that do not adhere to the specified delivery time will be penalized 5% of the total price for every 10 days late beyond the specified ARO date. The first day of the ARO is the date that the Purchase Order is faxed to the vendor.

10. SHIPPING AND MARKING:

10.1 The Contractor will be required to mark all shipments with the Lafayette Parish School System purchase order number clearly visible on the exterior of each container. A packing slip must be furnished with each shipment, listing, in addition to the Contractor's stock number and description, the purchase order number, the purchase order item number, the quantity ordered, the quantity shipped, and the quantity back ordered.

10.2 The Contractor shall ensure that all items that are "drop-shipped" are properly marked as outlined in Paragraph 10.1.

10.3 Invoices and all related written materials pertaining to each delivery must show the purchase order number, the purchase order item number, and the item number shown on the contract.

11. SUBMISSION OF BIDS:

11.1 Each bidder must use the attached bid form for submitting their bid. Bidder must show price per case and delivery time (ARO) for each item for which a bid is submitted. By executing the Bid Proposal Form, the bidder acknowledges that he has read this Invitation, understands it, and agrees to be bound by its terms and conditions. Bids may be submitted by mail or delivered in person. All bids must be received by a Purchasing Department Buyer at the following location prior to the date and time specified: Purchasing Department, 113 Chaplin Drive, Lafayette, Louisiana 70508.

11.2 Bids received after the time or date prescribed shall not be considered for award and shall be returned to the Bidder.

Bidder's envelope must be labeled as follows:

Kitchen Equipment, Bid # 14-10

Opening: July 16, 2009

Time: 3:30 p.m. CST

Personnel Conference Room

12. CONTRACT AWARD:

- 12.1 All items listed in this solicitation will be awarded on the basis of a firm fixed price.
- 12.2 If awarded, the Lafayette Parish School System will award the contract to the lowest responsive and responsible bidder. LPSS reserves the right to award the contract in the aggregate or to make a split award to more than one bidder, whichever is in the best interest of the public.

13. PURCHASE ORDER:

- 13.1 Purchase order(s) for the items listed in this solicitation will be issued as required throughout the period of this contract and will become an integral part of the resulting contract. The purchase order indicates that sufficient funds have been obligated.
- 13.2 The purchase order does not supersede any provision of the resulting contract. Performance time and dates are determined solely by the contract and any modification thereto.
- 13.3 Shipment is not to begin until receipt of the purchase order or other notification by the Purchasing Agent to proceed.

14. ORDER OF PRECEDENCE:

- 14.1 In the event of conflict, the Special Provisions of this contract shall take precedence over the General Conditions and Instructions to Bidders, included herein.

15. CONTACT FOR ADMINISTRATION:

- 15.1 In the event a contract is executed with your firm as a result of this solicitation, indicate the person(s) we may contact for prompt contract administration in the space provided on the Bid Proposal Form.

16. EMERGENCY PURCHASES:

- 16.1 The Parish reserves the right to make emergency purchases from other sources, should the Contractor be unable to furnish the required item within the required time frame.

17. INTERPRETATION OF BID:

- 17.1 Any questions pertaining to this solicitation shall be directed to:
Kay Ledet, Purchasing Agent
Lafayette Parish School Board
P.O. Drawer 2158
Lafayette, Louisiana 70502-2158
Telephone Number: (337) 521-7329

18. WARRANTY:

18.1 The standard warranty shall be for 1 year for parts and labor and a 5-year compressor warranty.

18.2 Warranty information must be included with bid proposal.

19. OPTIONS & ACCESSORIES:

19.1 Unless otherwise noted below, the specifications for the brand specified are the general specifications with no added options or accessories.

19.2 **Item 1** – No options/accessories

Item 2 – Corner bumpers, Floor lock

Item 3 – Full length doors, heavy duty 6”high casters, stainless steel finished back with rear louvers, re-hinging feature, tray slides to accommodate either (2) 12”x20”, (1) 18”x26” or (2) 14”x18” sheet pans

Item 4 - Full length doors, heavy duty 6”high casters, stainless steel finished back with rear louvers, re-hinging feature, tray slides to accommodate either (2) 12”x20”, (1) 18”x26” or (2) 14”x18” sheet pans

Item 5 – No options/accessories

Item 6 – No options/accessories

Item 7 – Bowl splash cover and bowl truck

Item 8 – Bowl splash cover and bowl truck

Item 9 – No options/accessories

Item 10 – Water treatment system, interconnecting steam supply plumbing between VSX steamer and freestanding kettle. Kettle must be within 2 feet to left or right.

Item 11 – Water treatment system

Item 12 – 40 Gallon Stainless Steel Steam Jacketed unit, Hinged Cover Kit

Item 13 – Stainless steel left, right and top, 120V, 1Ph, 60Hz, 7.4 amps, 6” grounded supply cord, set of (4) 5”wheel, 6” height casters, 4’x3/4” flex connector kit

Item 14 – No options/accessories

Item 15 – Product tray, Knife removal tool.

Item 16 – Beater bar, brown paper, cleaning instruction card, drip tray, face plate assembly, face plate knobs (4), faucet o-rings (2), float switch pad, hopper cover, petro-gel, sanitizer, service manual, trough tray, warranty card, wire brush

Item 17 – No options/accessories

Item 18 – No options/accessories

Item 19 – No options/accessories

Item 20 – No options/accessories

Item 21 – Full cube configuration

Item 22 – 90 minute timer, stainless steel support stand, 4” deep bottom drain pan

Item 23 – 90 minute timer, stainless steel support stand, 4” deep bottom drain pan

- Item 24** – Solid stainless steel tray slide 16ga s/s, 2 rubbing tracks, on 2 s/s fixed brackets, stainless steel drawer with lock and key, electric outlets, 6', 8' or 10' cord and plug, hinged brackets in lieu of standard brackets.
- Item 25** – Self service canopy without lights, flip-up breath guard on both sides, 1/4" clear acrylic guards, stainless steel shelf in lieu of standard painted steel, stainless steel ends in lieu of standard painted steel, hinged brackets, solid stainless steel tray slide 16ga s/s, 2 rubbing tracks, on 2 s/s fixed brackets, electric outlets, 8' or 10' cord and plug.
- Item 26** – Solid stainless steel tray slide 16ga s/s, 2 rubbing tracks, on 2 s/s fixed brackets, electric outlet, and 6' cord and plug.
- Item 27** – Solid stainless steel tray slide 16ga s/s, 2 rubbing tracks, on 2 s/s fixed brackets, electric outlet, and 6' cord and plug.
- Item 28** – Solid stainless steel tray slide 16ga s/s, 2 rubbing tracks, on 2 s/s fixed brackets, Self service canopy without lights, flip-up breath guard on both sides, 1/4" clear acrylic guards, stainless steel shelf in lieu of standard painted steel, stainless steel ends in lieu of standard painted steel, hinged brackets.
- Item 29** – Faucet bracket assembly, 18" double jointed double pantry faucet.
- Item 30** – 3/4" Pressure Regulator Valve, End of cycle audible alarm (field activated).
- Item 31** – Standard wall mount bracket, Kitchenware dryer.

BID PROPOSAL FORM, BID # 14-10

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Delivery Time</u>
1.	Food Chopper Specified Brand: Robot Coupe # CL50 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
2.	Food Warmer Specified Brand: Cres-Cor # H-138-S-1834C Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
3.	Reach-In Cooler Specified Brand: Traulsen #R/AHT232WUT Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
4.	Reach-In Cooler Specified Brand: Traulsen #R/AHT332WUT Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
5.	Countertop Range Specified Brand: Southbend # HDO24 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____

BID PROPOSAL FORM, BID # 14-10

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Delivery Time</u>
6.	Countertop Range Specified Brand: Southbend # HDO12 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
7.	Mixer Specified Brand: Hobart # HL 600- 1STD Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
8.	Mixer Specified Brand: Hobart # HL 400- 1STD Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
9.	Food Cutter Specified Brand: Hobart # 84186 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
10.	Gas Boiler Convection Steamer Specified Brand: Vulcan # VSX24G5 Manufacturer: _____ Model: _____	<u>2</u>	_____	_____

BID PROPOSAL FORM, BID # 14-10

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Delivery Time</u>
11.	Gas Convection Steamer Specified Brand: Vulcan # C24GA10 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
12.	Tilting Kettle Specified Brand: Groen Model DH Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
13.	Double Oven Specified Brand: Blodgett # DFG100 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
14.	Milk Cooler Specified Brand: Beverage-Air # SMF-49-S Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
15.	Slicer Specified Brand: Hobart # 3913+ BUILDUP Manufacturer: _____ Model: _____	<u>1</u>	_____	_____

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<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Delivery Time</u>
16.	Smoothie Machine Specified Brand: Frosty Factory of America, Inc. Smooth Operator Shake Machine # 427A Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
17.	Stainless Steel Table Specified Brand: Advance Tabco # TSS-303 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
18.	Stainless Steel Table Specified Brand: Advance Tabco # TSS-30 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
19.	Equipment Filler Table Specified Brand: Advance Tabco # TFMS-122 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____

BID PROPOSAL FORM, BID # 14-10

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Delivery Time</u>
20.	Ice Machine Specified Brand: ICE O-Matic # EF250A32S Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
21.	Ice Machine Specified Brand: ICE O-Matic # ICE0305 Series Cube Ice Maker Manufacturer: _____ Model: _____	<u>4</u>	_____	_____
22.	Countertop Steamer – Single Six (6) Pan Specified Brand: Accutemp Steam 'N' Hold # 208D6-000 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
23.	Stacked Stand-Mounted Steamer – Double Six (6) Pan Specified Brand: Accutemp Steam 'N' Hold # 208D6-000 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____

BID PROPOSAL FORM, BID # 14-10

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Delivery Time</u>
24.	Serving Counter, Cashier Station Specified Brand: Duke Thurmaduke Cashier Stand Model # TCS-30SS Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
25.	Buffet, Hot Food, Electric Specified Brand: Duke Thurmaduke Hot Food Unit Model # TEHF-60SS Manufacturer: _____ Model: _____	<u>4</u>	_____	_____
26.	Buffet, Utility Unit Specified Brand: Duke Thurmaduke Solid Top Unit Model # TST-32SS Manufacturer: _____ Model: _____	<u>4</u>	_____	_____
27.	Buffet, Utility Unit Specified Brand: Duke Thurmaduke Solid Top Unit Model # TST-46SS Manufacturer: _____ Model: _____	<u>4</u>	_____	_____
28.	Counter, Cold Food Specified Brand: Duke Thurmaduke Cold Food Unit Model # TCM-46SS-N7 Manufacturer: _____ Model: _____	<u>4</u>	_____	_____

BID PROPOSAL FORM, BID # 14-10

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Delivery Time</u>
29.	Modular Gas Tilting Braising Pan (Skillet) Specified Brand: Vulcan VG40 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
30.	Dishwasher, Door Type Specified Brand: Hobart Model No. AM15-2 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____
31.	Dishwasher, Conveyor Type Specified Brand: Hobart Model No. CLPS66E-11 Manufacturer: _____ Model: _____	<u>1</u>	_____	_____

Envelope containing bid should be marked on the outside “Sealed Bid—Kitchen Equipment-- #14-10, Opening July 16, 2009 at 3:30 p.m.”.

The bidder acknowledges receipt of addendum:

No.1 DATED_____ No.2 DATED_____ No.3 DATED_____

No.4 DATED_____ No.5 DATED_____ No.6 DATED_____

That I have read and agree to comply with and be subject to the provisions and/or penalties involved in the “General Conditions and Instructions to Prospective Bidders” and the “Specifications and Bid Form” as contained herein the bid documents.

Name of Firm

Signature of Bidder

Address

Typed Name of Bidder

Telephone Number

Fax Number