

Central Alabama CNP Consortium

September 22, 2020

Dear Sir:

You are invited to submit sealed bids on **Supplemental Groceries** to Central Alabama CNP Consortium consisting of the following school systems: Homewood City Schools, Pelham City Schools, Alabama School of Fine Arts, Leeds City Schools, Fairfield City Schools, St Clair County Schools, Trussville City, Midfield City and Anniston City Schools.

Prices submitted should include a minimum of delivery two (2) times per month to each of the schools for the bid period of November 1, 2020, through July 31, 2021 with the option to renew for up to four (4) additional one year contracts.

If you choose to bid on a comparable product to the bid specification, please send product specification sheet(s) to efowler@homewood.k12.al.us for review. Any substitutes offered in place of bid specification must be submitted by Monday, September 28, 2020 at 10:00 a.m. CDT for approval.

Bids will be received at the Homewood City Board of Education, 450 Dale Avenue, Homewood AL, 35209, until 10:00 a.m. CDT on **October 6, 2020**.

A table of contents is included in this bid. It is the Vendors' responsibility to assure all contents are received. If something is not in your bid packet, or if you have questions pertaining to this bid contact Patrick McGavin, CNP Director for Pelham City Schools at 205-624-3700 or Rachel Fowler, CNP Director for Homewood City Schools at 205-877-4547.

This is a joint and severable bid and all Boards of Education reserve the right to reject any or all bids and to waive informalities.

Sincerely,

Rachel Fowler, MS, RD, SNS
Director, Homewood City Schools Child Nutrition Program

**INVITATION TO BID SUPPLEMENTAL GROCERIES
CNP BID# 20-1
CENTRAL ALABAMA CNP CONSORTIUM**

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Enclosures:

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GENERAL SPECIFICATIONS AND CONSIDERATIONS

Sealed bids will be received at the Homewood City Board of Education, 450 Dale Avenue, Homewood, AL 35209, until 10:00am, October 6, 2020, and then publicly opened and read.

Bidders are required to provide nutritional information on all items that will be bid.

- Bidders shall submit on or before the bid opening, one (1) original copy of the request for bid.
- All quotations must be in ink or typewritten. Mistakes may be crossed out and corrections inserted adjacent and initialed by the signer of the bid.
- No bid shall be withdrawn or modified after the time set for bid opening.
- Bids received after the time set for the bid opening will not be considered.
- After the opening of the Request for Bids, the school system officials may require up to twenty (20) working days for review. The bid will be awarded at the first scheduled Board Meeting following the opening of the bid.
- The awarding of the bid shall take place after the bid has been approved or rejected by the Consortium.
- Within ten (10) working days of the award of the bid, the successful bidder will provide the Child Nutrition Program Director with the names and contact (cellular) numbers for all delivery personnel.
- The Boards of Education are not liable for Federal Excise or State Sales Tax.
- Failure on the part of the school system or the vendor to comply with the provisions of this contract may result in contract termination.
 - In the event that the physical facilities of the vendor are destroyed, the vendor will not be held liable by the school systems. The vendor may not be held liable for the terms of the contract should normal fulfillment of the contract be disrupted by an organized labor strike. The credibility of any such labor disruption claim should be verified by the school system before allowing the termination of the contract.
 - Each party shall follow the procedure outlined below if a contract is to be terminated.
 - All transactions shall be sent by Registered or Certified Mail.
 - Step 1. Issue warning letter and outline violations and length of time to correct the problem.
 - Step 2. Issue letter of Intent to Cancel Contract if problem is not resolved by given date.
 - Step 3. Issue letter to cancel contract.

The following requirements for Grocery Delivery Service for the **Alabama School of Fine Arts, Fairfield City, Leeds City, Homewood City, St Clair County, Trussville City, Anniston City, Midfield City and Pelham City Boards of Education** have been developed in accordance with the terms and conditions of the Alabama Bid Law and shall be a part of the contract document as fully as if they were written verbatim into those documents and all bidders shall take it into account when preparing estimates.

1. TIME FOR OPENING BIDS:

Sealed proposals will be open on ***Tuesday, October 6, 2020*** for Supplemental Groceries to be used by the Central Alabama CNP Consortium for the period November 1, 2020, through July 31, 2021. **Bids will be opened at 10:00 am CDT in the Homewood City Board of Education Central Office located at 450 Dale Avenue, Homewood, AL 35209.** Bidding documents

are enclosed or may be secured from the office of Rachel Fowler, CNP Director, Homewood City Schools, 205-877-4547 or efowler@homewood.k12.al.us.

3. Bid proposals must be received **in the format provided** on or before the specified date and time. The bid proposal must be enclosed in an opaque envelope clearly marked "**Supplemental Grocery Bid**" with the date and time of opening.
4. Only groceries from a source which has attained and is maintaining a sanitation compliance rating of not less than 90%, and which has been approved by the State Health Officer, will be acceptable. **INCLUDE A COPY OF THE COMPANY'S MOST RECENT HEALTH INSPECTION REPORT.** All food shall be subject to inspection after arrival at destination. In any instance where the product fails to meet required specifications, the schools reserve the right, at the vendor's expense, to return the product. Products failing to meet specifications included herein shall be reason to cause termination of contract. All refrigerated products are to be delivered and maintained at a temperature of not more than 45 degrees F and not less than 35 degrees F. All frozen products must be maintained and delivered at a temperature of not more than 30 degrees F.
5. A bid must be submitted to provide groceries to all schools in the school district. This bid will be awarded to the lowest and most responsible bidder meeting all requirements of specification listed herein, and based on bottom-line total. A no-bid on any item is considered a no-bid for this entire bid.
6. **All bids received shall guarantee items bid to meet or exceed the specifications listed. Comparable substitutions must be preapproved by Rachel Fowler, CNP Director, Homewood City Schools on or before September 28, 2020.**
7. The successful bidder agrees to be responsible for damage to the freezers, refrigerators, buildings, and grounds that are the direct result of carelessness of the delivery person.
8. The low bidder must agree to deliver groceries to each school location during the hours: 6 am – 2 pm Monday-Friday. Deliveries attempted after 2 pm may be refused by the school CNP staff at their discretion.
9. The low bidder must agree to deliver grocery items on this bid within 20 working days of order placement
10. It is the intent of the Board of Education(s) to pay grocery invoices MONTHLY. Therefore, the successful bidder must furnish two (2) copies of invoices of delivery for each school. One monthly statement must be provided to each Board of Education Child Nutrition Program to include the following information for EACH school:
 - (A) Name of school
 - (B) Date of delivery
 - (C) Invoice or ticket number
 - (D) Quantity purchased
 - (E) Extended totals, etc.
 - (F) Bid prices
11. Invoicing procedures must be acceptable to the Child Nutrition Program.

**Please mail or email monthly statements for each school to the respective Boards of Education.
Email is the preferred method for sending statements.**

EMAIL OR MAIL TO:

Alabama School of Fine Arts Child Nutrition Program
Cynthia Orcutt, CNP Director
1800 8th Avenue
Birmingham, AL 35203
corcutt@asfa.k12.al.us

Fairfield City Child Nutrition Program
Arnisha Jordan, CNP Director
6405 Avenue D
Fairfield, AL 35064
ajordan@fairfield.k12.al.us

Leeds City Child Nutrition Program
Anita Smith, CNP Director
P.O. Box 1083
Leeds, AL 35094
acarlisle@leedsk12.org

Homewood City Child Nutrition Program
Rachel Fowler, CNP Director
450 Dale Avenue
Homewood, AL 35209
efowler@homewood.k12.al.us

Pelham City Schools Child Nutrition Program
Patrick McGavin, CNP Director
3160 Pelham Parkway
Pelham, AL 35124
pmcgavin@pelhamcityschools.org

St. Clair County Schools Child Nutrition Program
Stephanie Watson, CNP Director
410 Roy Drive
Ashville, AL 35953
Stephanie.watson@sccboe.org

Anniston City Schools Child Nutrition Program
Ashley Alexander, CNP Director
4804 McClellan Blvd
Anniston, AL 36206
alexandera@anniston.k12.al.us

Midfield City Schools Child Nutrition Program
Adrienne Topping, CNP Director
417 Parkwood Street
Midfield, AL 35228
atopping@midfield.k12.al.us

Trussville City Schools Child Nutrition Program
Morgan Bean, CNP Director
113 N Chalkville Road
Trussville, AL 35173
morgan.bean@trussvillecityschools.com

12. A schedule for delivery will be developed with the successful bidder that will meet all the requirements of the school programs. No school keys will be available. Deliveries are not to be left unattended at any time.
13. Bidder must make proposal strictly in accordance with the requirements and identification and in proposal format provided, otherwise, the bid will not be considered.
14. Should a bidder find discrepancies in or omissions from the bidding document or should there be any doubt as to the meaning, clarification should be requested by calling Rachel Fowler at 205-877-4547.

15. The Boards of Education reserve the right to reject any and/or all bids or any part thereof, to waive technicalities or informalities, and to award the contract to other than the low bidder, if cause can be documented.
16. Rejection of Bids:
The Boards of Education may reject a bid, but not limited to the following, if:
 - A. The bidder misrepresents or conceals any material fact in the bid.
 - B. The bid does not conform to the bid documents.
 - C. The bid does not comply with requirements, specifications, and conditions of the bid document.
 - D. It is deemed in the best interest of the Boards of Education.
17. The Boards of Education are not liable for Federal Excise or State Sales Tax.
18. "Buy American" – Federal Funds cannot be used to purchase foods not produced in the United States. Products not grown in the U.S. are exempt, i.e. – olives. The Nutrition Labeling and Education Act of 1990 mandates that the country of origin for both domestic and imported food products be identified on the product label.
19.
 - A. Standard District Conditions: This contract shall be governed in all respects as to validity, construction, capacity, and performance or otherwise by the laws of the State of Alabama. Contractors providing service under this Request for Proposal, herewith, assures the school districts that they are conforming to the provisions of the Civil Rights Act of 1964, as amended. Contractors shall comply with Executive Order 12466, entitled "Equal Employment Opportunity", as amended by Labor regulation (41 CFR Part 60). State Sales and Use Tax Certificate of Exemption form will be issued upon request. Sales tax shall not be included in prices. Contractor shall comply with applicable federal, state, and local laws and regulation pertaining to wages, hours, and conditions of employment. The contractor agrees to retain all books, records and other documents relative to this agreement for three (3) years after final payment for audit purposes and to make said records available upon request. Contractors are required to be in compliance with the Clean Air Act, Clean Water Act, and Environmental Protection Agency regulations.
 - B. By signing this document, the contractor certifies that this proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a proposal for the same materials, supplies, equipment, and is in all respects fair and without collusion or fraud.
 - C. Prohibition against conflicts of interest, gratuities and kickbacks: Any employee or any official of the school system, elective or appointive, who shall take, receive or offer to take or receive, either directly or indirectly, any rebate, percentage of contract, money or other things of value as an inducement, or intended inducement, in the procurement of business, or the giving of business, for or to, or from, any person, partnership, firm or corporation, offering, bidding for, or in open market seeking to make sales to the school systems shall be deemed guilty of a felony and upon conviction such person or persons shall be subject to punishment or a fine in accord with State and/or Federal laws.
 - D. **Alabama School of Fine Arts, Homewood City Schools, Fairfield City Schools, Leeds City Schools, St Clair County Schools, Anniston City Schools, Midfield City Schools, Trussville City and Pelham City Schools** will not actively solicit bids, proposals, and quotations or otherwise test the market solely for the purpose of seeking

alternative sources for the specified groceries. If the contract term(s) are not met, the Boards of Education reserve the right to purchase elsewhere any and/or all groceries covered by this contract if available from another source.

20. NON-DISCRIMINATION STATEMENT:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

21. CONTRACT DURATION

The duration of this contract shall be from November 1, 2020, through July 31, 2021. There is an option to renew for up to four (4) additional one year contracts. At the end of each year's contract and with the agreement of all parties, the contract is renewable and prices subject to re-negotiation based upon proof of increased costs and expenses. The successful bidder is requested to honor prices and have available all products used by the school systems for the bid period.

22. PRODUCT BUY CHANGE

The districts reserve the right to change the product mix as new products become available or student preferences change. The districts will not change any more than ten percent of the products during each 12 month period beginning July 1st of each year.

RESPONSIBILITY AGREEMENT

SUPPLEMENTAL GROCERY BID # CN20-001

THE TERMS AND CONDITIONS OF THIS BID ARE UNDERSTOOD AND ACCEPTED.

Bids will be opened at 10:00 a.m. CDT October 6, 2020, and prices will be for the period of November 1, 2020, through July 31, 2021. Submit bids to: Homewood City Board of Education, 450 Dale Avenue, Homewood, AL, 35209. Envelopes should be sealed and marked "**Supplemental Grocery Bid**".

The Boards of Education reserves the right to reject any or all bids and to waive informalities in awarding this bid to the low responsible bidder or bidders.

We are in the position to furnish the food and paper products at the prices stated. Any attachment hereto is made and becomes a part of this inquiry and must be signed by the bidder.

I hereby affirm I have not been in any agreement or collusion among bidders or prospective bidders in restraint of freedom of competition, by agreement to bid at a fixed price or to refrain from bidding otherwise.

COMPANY

ADDRESS

SIGNATURE/TITLE

TELEPHONE

DATE

CONTACT PERSON

OFFICE TELEPHONE

CELL PHONE

THIS BID MUST BE NOTORIZED.

Sworn to and Subscribed before me this

_____ Day of _____, 20 _____

Notary Public

List below the name and telephone number of the individual to be contacted concerning questions on this bid:

Return this form with bid submittal

OWNER DISCLOSURE CERTIFICATE

Company Name: _____ Date: _____

Address: _____

City/State/Zip Code: _____

Telephone Number: _____ Fax Number: _____

The company bidding is:

Manufacturer: _____ Dealer: _____ Representative: _____ Corporation: _____

Partnership: _____ Sole Owner: _____

If Corporation, list any individuals or companies that own 10% or more stock.

- 1. _____
- 2. _____
- 3. _____
- 4. _____

If Partnership/Corporation, list principal partners/officers:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

I certify that the above information is true and correct:

Authorized signature: _____

Print/type name of authorized person: _____

Title: _____

Return this form with bid submittal.

NON-COLLUSIVE BIDDING CERTIFICATION

By submission of this bid, the bidder certifies that:

- I. This bid has been independently arrived at without collusion with any other bidder or with any competitor.
- 2. This bid has not knowingly disclosed and will not be knowingly disclosed, prior the opening of bids to any other bidder, competitor or potential competitor.
- 3. No attempt has been or will be made to induce any other person, partnership, company or corporation to submit or not to submit a bid.
- 4. The person signing this bid certifies that he/she has fully informed himself/herself regarding the accuracy of the statements contained in this certification, and under the penalties being applicable to the bidder as well as the person signing in its behalf.

COMPANY: _____

PRINT/TYPE NAME OF AUTHORIZED PERSON: _____ **TITLE:** _____

SIGNATURE: _____
(Officer of the Company)

Contact Person: _____

Contact Person Title: _____

Return this form with bid submittal.

CERTIFICATION OF COMPLIANCE WITH SPECIFICATIONS

The undersigned person declares that he/she is legally authorized to bind the company hereby represented, and that the company being represented is authorized to do business in the State of Alabama and hereby certify that he/she has examined and fully comprehends the requirements of and specifications for

SUPPLEMENTAL GROCERIES
FOR THE CHILD NUTRITION PROGRAMS FOR

Homewood City Schools, Alabama School of Fine Arts, Leeds City Schools, Fairfield City Schools, St. Clair County Schools, Anniston City Schools, Midfield City, Trussville City and Pelham City Schools

We propose to provide **SUPPLEMENTAL GROCERIES** and guarantee that if the contract is awarded to us, we will provide **SUPPLEMENTAL GROCERIES** in accordance with your requirements and specifications unless otherwise indicated.

COMPANY: _____

ADDRESS: _____

CITY/STATE/ZIP CODE: _____

TELEPHONE: _____

DATE: _____

PRINT/TYPE NAME
OF AUTHORIZED PERSON: _____

TITLE: _____

SIGNATURE: _____

(Officer of the Company)

Return this form with bid submittal.

U.S. DEPARTMENT OF AGRICULTURE

**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, Participant's 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 INSTRUCTIONS)

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (1) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name

PR/Award Number or Project Name

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)

Date

Return this form with bid submittal.

Form AD-1048 (1/92)

**Regarding Debarment, Suspension, Ineligibility
and Voluntary Exclusion, continued
Instructions for Certification**

1. By signing and submitting this form, the prospective primary tier participant is providing the certification set out on the form in accordance with these instructions.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out on this form. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department determined to enter into a transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "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 the rules implementing Executive Order 12549. You may contact the department or agency to whom this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary 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 entering into this transaction.
7. The prospective primary participant further agrees by submitting this form that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. 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 determined the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.
9. 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.
10. Except for transactions authorized under paragraph 6 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 may terminate this transaction for cause or default.

VENDOR LIST

Sysco of Central Alabama
Attn: Spencer Brown
1000 Sysco Drive
Calera, AL 35040

US Foods
Attn: Sales and Bidding
1608 10th Ave N,
Birmingham, AL 35203

Osborn Brothers
Attn: Andrew Morton
259 N 5th St.
Gadsden, AL 35901

Wood Fruitticher
Attn: Benita Vinson
2900 Alton Rd
Birmingham, AL 35210

**SUPPLEMENTAL GROCERIES
BID PROPOSAL SUBMITTAL ADDRESS**

Please return your bid in a sealed opaque envelope clearly marked "Supplemental Grocery Bid". Please include all items on the "Check List for Vendor Packet". Mail these items to:

Rachel Fowler, CNP Director
Homewood City Schools
450 Dale Avenue
Homewood, AL 35209

In compliance with your invitation to bid on supplemental groceries, the undersigned proposes to furnish Homewood City Schools, Alabama School of Fine Arts, Leeds City Schools, Fairfield City Schools, St. Clair County Schools, Anniston City Schools, Trussville City Schools and Pelham City Schools in compliance with the terms and condition listed in the instructions for bidders.

Vendor Requirements for E-Verify
H.B. 56 – Alabama Immigration Law Compliance

Included in this Bid package is the requirement of compliance with the Alabama Immigration Law. This letter is to direct your prompt attention to the Alabama Immigration Law Compliance flow-down requirements that went into effect on January 2, 2012. The requirements are summarized as follows:

1. A signed **form W-9**,
2. A signed and notarized **Affidavit of Alabama Immigration Compliance by a Contractor** or Grantee to Local School Board in the State of Alabama as attached
3. A copy of the **E-Verify Memorandum of Understanding** that your company would have received upon successful enrollment in E-Verify. The form must have the printed Company ID number and company information; manually completed forms will not be accepted. Information regarding E-Verify may be found at www.dhs.gov/everify or from your Certified Public Accountant or attorney.
4. **Notice of Alabama Immigration** is included in the Bid documents. In the event you submit a response to the Bid, your submission will be considered acknowledgement and agreement to the terms and conditions included there in.

Alabama School of Fine Arts, Anniston City Board of Education, Fairfield Board of Education, Leeds Board of Education, Pelham Board of Education, Trussville City Board of Education, Homewood City Board of Education, Midfield City Board of Education and St Clair County Board of Education are required by law to have the necessary documentation on file in order to conduct business with a vendor. Please include the above documents with your bid submittal. You will need to submit 7copies of the information- one for each of the boards of education.

AFFIDAVIT OF ALABAMA IMMIGRATION COMPLIANCE

In compliance with, Sections 31-13-9 (a) and (b) of the Alabama Code, this Affidavit of Alabama Immigration Compliance must be completed and signed by an officer or owner of a contractor or grantee as a condition for the award of any contract by a local school board (“the Board”) or by the Alabama Department of Education (ALSDE) to an employer that employs one or more employees in the State of Alabama and is a recipient of funds from the State of Alabama, a political subdivision of the State of Alabama, or any public funded entity (including a local school board). Please complete either Part I (if you do not employ one or more employees in the State of Alabama) or Part II (if you do employ one or more employees in the State of Alabama). Part II must be notarized as well.

<p>PART I - (COMPLETE IF YOU DO NOT EMPLOY ONE OR MORE EMPLOYEES IN ALABAMA)</p> <p>I certify in my capacity as _____ (your position) for _____ (name of contractor or grantee), that Contractor or Grantee does not employ one or more employees in the State of Alabama.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature</p>

OR

<p>PART II - (COMPLETE IF YOU DO EMPLOY ONE OR MORE EMPLOYEES IN ALABAMA)</p> <p>State of Alabama: County of _____:</p> <p>Before me, a notary public, personally appeared _____ (print name) who, is duly authorized by the business entity/employer which appears below, being sworn, says as follows:</p> <p>As a condition for being a contractor or grantee on a project paid for by contract, grant, or incentive by the State of Alabama, or any political subdivision thereof, or any state-funded entity, I hereby attest that in my capacity as _____ (your position) for _____ (name of contractor or grantee), said Contractor or Grantee does not knowingly employ, hire for employment, or continue to employ an unauthorized alien. Further, Contractor or Grantee affirms that it is providing notice to its subcontractors of their Alabama Immigration Compliance obligations.</p> <p>I further attest that said Contractor or Grantee is enrolled in the E-Verify program and attached to this Affidavit is our E-Verify Memorandum of Understanding confirming such program enrollment.</p> <p>I have read this Affidavit and swear and affirm that it is true and correct.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature of Affiant</p> <p>Sworn to and subscribed before me this ____ day of _____, 2____.</p> <p>I certify that the affiant is known (or made known) to me to be the identical party he or she claims to be.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature and Seal of Notary Public</p>
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CHECKLIST FOR VENDOR BID PACKETS

_____	Health Department Inspection Score (Most Recent)	
_____	Nutrition Labels for All Products on Bid	
_____	Responsibility Agreement	(Page 8)
_____	Owner Disclosure Certificate	(Page 9)
_____	Non Collusive Bidding Certification	(Page 10)
_____	Certification of Compliance with Specifications	(Page 11)
_____	USDA Form AD-1048 (1-92)	(Page 12-13)
_____	Immigration Law Compliance	(Page 16-17)
_____	Supplemental Grocery Proposal Form	(separate enclosure)

Homewood City Schools

Edgewood Elementary School (K-5)

205-423-2300
901 College Avenue
Homewood, AL 35209
Principal: Laura Tate

CNP Manager: Johari Blackmon
205-423-3096
jblackmon@homewood.k12.al.us

Hall-Kent Elementary School (K-5)

205-423-2430
213 Hall Avenue
Homewood, AL 35209
Principal: Kiana Coleman

CNP Manager: Judy Burgins
205-423-2434
jburgins@homewood.k12.al.us

Shades Cahaba Elementary School (K-5)

205-423-2051
3001 Independence Drive
Homewood, AL 35209
Principal: John Lowery

CNP Manager: Lana Waites
205-423-2551
lwaites@homewood.k12.al.us

Homewood Middle School (Grades 6-8)

205-870-0878
395 Mecca Avenue
Homewood, AL 35209
Principal: TBD

CNP Manager: Jacqueline Patterson
205-870-3795
jpatterson@homewood.k12.al.us

Homewood High School (Grades 9-12)

205-871-9663
1901 South Lakeshore Drive
Homewood, AL 35209
Principal: Zachary Barnes

CNP Manager: Quinessa Moorer
205-871-9663
qmoorer@homewood.k12.al.us

Anniston City Schools

Anniston High School (9-12)

1301 Woodstock Avenue
Anniston, AL 36207
Manager: Tonya Felton
Cell: 256-600-4949
School phone: 256-231-5015
feltont@anniston.k12.al.us

Anniston Middle School (6-8)

4800 Mc Clellan Blvd.
Anniston, AL 35206
Manager: Vacant
Cell Ashley Alexander: 205-541-3411
School phone: 256-231-5025
alexandera@anniston.k12.al.us

Cobb Elementary School (Pre-k-K5)

1325 Cobb Avenue
Anniston, AL 35201
Manager: Linda Rusk
Cell: 256-453-8206
School phone: 256-231-5035
ruskl@anniston.k12.al.us

Golden Springs Elementary (1-5)

100 Feary Drive
Anniston, AL 35207
Manager: Felicia White
Cell: 256-238-3026
School phone: 256-231-5055
whitef@anniston.k12.al.us

Randolph Park Elementary (1-5)

2200 West 17th Street
Anniston, AL 36201
Manager: LaChaeska Taylor
Cell: 256-226-7640
School phone: 256-231-5085
taylorl@anniston.k12.al.us

Tenth Street Elementary (1-5)

1525 East 10th Street
Anniston, AL 36207
Manager: Kim Blair
Cell: 256-283-1862
School phone: 256-231-5095
blairk@anniston.k12.al.us

Alabama School of Fine Arts (1 school)

Alabama School of Fine Arts (7-12)

1800 Rev. Abraham Woods Jr., Blvd

Birmingham, Al 35203

Director/Manager: Cindy Orcutt

School Phone: 205-242-9241 ext 241

Cell: 205-432-9665

corcutt@asfa.k12.al.us

Pelham City Schools

Pelham Oaks Elementary (PreK-5)

2200 Hwy 33

Pelham, AL 35124

Manager: Shannon Vines

Cell: (205) 777-9750

School: (205) 624-3703

svines@pelhamcityschools.org

Pelham Ridge Elementary (PreK-5)

251 Applegate Pkwy

Pelham, AL 35124

Manager: Nicole Smith

Cell: (205) 948-8123

School: (205) 624-3704

nsmith@pelhamcityschools.org

Pelham Park Middle (6-8)

2016 Pelham Park Blvd

Pelham, AL 35124

Manager: Connie Rominger

Cell: (205) 441-5504

School: (205) 624-3702

cclark@pelhamcityschools.org

Pelham High (9-12)

2500 Panther Cr

Pelham, AL 35124

Manager: Erin Georgia

Cell: (910) 539-3551

School: (205) 624-3701

egeorgia@pelhamcityschools.org

Leeds City Schools

Leeds Primary School (PK-2)

991 Park Drive

Leeds, AL 35094

Manager: Janine Miller

205-702-2300 x 2006

jmiller@leedsk12.org

Leeds Elementary School (3-5)

950 Ashville Road

Leeds, AL 35094

Manager: Janice Daffron

205-699-4500 x 3006

jdaffron@leedsk12.org

Leeds Middle School (6-8)

1771 Whittmire Street

Leeds, AL 35094

Manager: Michelle Kelly

205-699-4505 x 4006

mkelly@leedsk12.org

Leeds High School (9-12)

1500 Green Wave Drive

Leeds, AL 35094

Manager: Theresa Cooper

205-699-4510 x 5006

tcooper@leedsk12.org

St Clair County Schools

Ashville High School (PreK-12)

33215 U.S. Highway 231

Ashville, AL 35953

205-594-4665

Manager: BreAnna Needham

Margaret Elementary School (PreK-5)

200 Mustang Drive

Odenville, AL 35120

205-629-6218

Manager: Traci Street

Moody Elementary School (PreK-2)

1006 H.L. Blocker Circle

Moody, AL 35004

205-640-2193

Manager: Jessica Mathis

Moody Middle School (3-6)

696 High School Drive

Moody, AL 35004

205-640-2194

Manager: Jenny Bailey

Moody High School (7-12)

714 High School Drive

Moody, AL 35004

205-640-1533

Manager: Shirley Horsley

Ragland High School (PreK-12)

1060 Main Street

Ragland, AL 35131

205-472-0861

Manager: Jane Kay

Odenville Elementary School (PreK-8)

420 Alabama Street

Odenville, AL 35120

205-629-5063

Manager: Michelle Parker

St. Clair County High School (9-12)

16700 U.S. Highway 411

Odenville, AL 35120

205-629-3896

Manager: JoAnn Case

Springville Middle School (PreK-8)

6691 U.S. Highway 11

Springville, AL 35146

205-467-2555

Manager: Kim Black

Springville High School (9-12)

8295 U.S. Highway 11

Springville, AL 35146

205-467-2737

Manager: Anita Rhodes

Steele Jr. High School (PreK-6)

105 McHugh Street

Steele, AL 35987

256-538-9188

Manager: Sharon Brown

Midfield City Schools

Midfield Elementary School

416 Parkwood St

Midfield, AL 35228

Manager: Destiny Posey

Phone: 205-923-7727

Rutledge Middle School

1221 8th St

Midfield, AL 35228

Manager: Tracey Morris

Phone: 205-787-1301

Midfield High School

1600 High School Rd

Midfield, AL 35228

Manager: Veronica Harkness

Phone: 205-923-8836

Trussville City Schools

Magnolia Elementary School

Manager: Lenny Thrasher
5400 Hidden Way Ln
Birmingham, AL 35235
205-228-3596

Cahaba Elementary School

Manager: Peggy Rinehuls
501 Parkway Dr
Trussville, AL 35173
205-228-3195

Payne Elementary School

Manager: Terri Hogg
7500 Gadsden Hwy
Trussville, AL 35173
205-228-3226

Hewitt Trussville Middle School

Manager: Julie Myrick
5275 Trussville Clay Rd
Trussville, AL 35173
205-228-3725

Hewitt Trussville High School

Manager: Cinthia Newman
6450 Husky Parkway
Trussville, AL 35173
205-228-4142

Fairfield Board of Education Child Nutrition Program

Delivery Information Sheet

Billing Address: 6405 Avenue D., Fairfield, AL 35064

Bookkeeper: Bea Blanton Phone: 783-6846

Director: Arnisha Jordan Phone: 783-6863

School	Regular Hours	Address	Other	Approximate Enrollment
C. J. Donald Elementary School (DES)	7-3	715 Valley Rd, Fairfield, AL 35064	Manager: Connie Dickerson Phone: 783-6826 Delivery: Gated access to kitchen dock	280
Fairfield High Preparatory School (FHPS)	7-3:30	610 Valley Road, Fairfield, AL 35064	Manager: Karen Knighting Phone: 783-6814	750
Forest Hills Community Development Center (FHCDC)	7-3	7000 Grasselli Rd, Fairfield, AL 35064	Manager: Vacant Phone: 264-9657 Delivery: Gated access to kitchen, Prefer delivery after 8 to avoid drop-off traffic	150
Glen Oaks Elementary School (GOES)	7-3	1301 Highland Dr, Fairfield, AL 35064	Manager: Cinda Covington Phone: 783-6839	280
Robinson Elementary School (RES)	7-3	305 61st St, Fairfield, AL 35064	Manager: Shaundria Mason Phone 783-6829 Delivery: Alleyway access to kitchen	220