

REQUEST FOR PROPOSAL

Elementary School Kitchen Equipment For Chillicothe R-II Schools

Proposal Opening Date: 11/1/2023

Proposal Closing Time: 12/1/2023

Enclosed is a Request for Proposal (RFP) for Kitchen Equipment at Chillicothe

Elementary School. KITCHEN EQUIPMEMT ITEM LIST AND

SPECIFICATIONS ARE INCLUDED IN "APPENDIX A" The responsive Proposal will

comply with all federal, state and local regulations. Information regarding the services to

be provided, information which must be submitted as part of the Proposal, and related

details are included in the accompanying RFP.

All interested parties must submit sealed Proposals by Friday, 12/1/2023 at 12:00 PM,

CST. No late submittals will be accepted. The Board of Education reserves the right to

accept or reject any or all Proposals, to waive any irregularities, and to accept the Proposal

that is in the best interest of the District. The District shall be held harmless for any failure

to solicit proposals from potential firms.

Companies are to submit Two (2) originals of their response to the RFP. Proposals

shall be delivered in sealed envelopes clearly marked as indicated below.

Chillicothe R-II Schools

Attn: Dr. Daniel Wiebers,

Superintendent

Re: CES Kitchen Equipment Bid

2807 Hornet Road

Chillicothe, MO 64601

All communications by the Company concerning this RFP must be directed to Dr.

Daniel Wiebers, via email at <u>dwiebers.chillicotheschools.org</u>.

PROPOSAL COVER SHEET

CHILLICOTHE R-II SCHOOLS REQUEST FOR PROPOSAL

Kitchen Equipment at Chillicothe Elementary School

Contact Person: Dr. Dan Wiebers, Superintendent

Phone #: 660-646-4566

RETURN PROPOSAL NO LATER THAN: FRIDAY DECEMBER 1, 2023 12 pm CST.

RETURN SEALED PROPOSALS AND ADDENDA TO:

Chillicothe R-II Schools Attn: Dr. Daniel Wiebers Re: Kitchen Equipment Bid 2807 Hornet Road Chillicothe, MO 64601

The Proposer hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements and specifications of the original Request for Proposal (RFP) and as modified by any addenda thereto.

SIGNATURE REQUIRED

Authorized Signature			Date				
Printed Name			Title				
Company Name							
Mailing Address							
City, State Zip							
Phone #:	Fax #:	E-Mail Add	ress				

PART I: INTRODUCTION AND PROCESS

1. INFORMATION

The Chillicothe R-II School District is requesting proposals for Kitchen

Equipment at Chillicothe Elementary School for the school year 2024-25.

Specifics guidelines are attached in

"Appendix A."

2. PROPOSAL DUE DATE AND TIME

In order to be considered, 2 sealed copies of the proposal must be received by the Chillicothe R-II Schools at the address stated below by personal delivery or by U.S. Mail by the following date and time: Friday, 12/1/2023 at 12:00 PM, CST.

Chillicothe R-II Schools Attn: Dr. Daniel Wiebers 2807 Hornet Road Chillicothe, MO 64601

3. DISTRICT TERMS

- The District reserves the right to waive minor technical defects in a bid, reject any and all bids, reject any part of a bid, advertise for new bids, or make the purchase on the open market if the product or service can be obtained at a better price.
- The District reserves the right to design the evaluation criteria to be used in selecting the best bid.
- The District reserves the right to provide the final contract for mutual consideration and agreement. Should any differences arise as to the meaning or intent of the specifications, the District's decision shall be final and conclusive.
- Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered.
- Federal and State laws, Local ordinances and Board policies apply to contracted services. No portion of any master service agreement or contract may violate these laws, ordinances, and policies. Any such portion of a master service agreement or contract that does violate these laws, ordinances, and policies will be considered null and void.

4. PAYMENT

The District is exempt from sales tax and use taxes. Taxes shall not be listed in a proposal or on invoices. A copy of the letter exempting the District from paying these taxes is available from the District upon request by the contractor/vendor.

A payment schedule shall be decided on with the chosen contractor/vendor. Said schedule shall be part of the contract between the contractor/vendor and District, subject to the terms of this RFP.

There shall be no hidden costs associated with this proposal. If the contractor/vendor foresees any additional or unexpected costs or charges to be made, these charges need to be explained in the proposal.

PART II: INSTRUCTION TO FIRMS

1. SELECTION PROCESS AND MINIMUM REQUIREMENTS

Each company must meet the following minimum qualifications (company may not use sub-contractors to fulfill any obligations within its contract):

- Provider shall conform to the requirements listed in this request.
- The selected provider shall have the responsibility to ensure that services are provided to the District.
- Provider must be licensed with the necessary legal entities such as the State
 of Missouri, county and the local municipalities, etc. to perform the above
 mentioned services.
- Providers must have all proper certification to provide services requested.
- Provider must provide 2 references.
- It is the intent of the school district to make a recommendation to the Board of Education at the December 2023 Board of Education Meeting.

2. REQUIRED PROPOSAL FORMAT AND CONTENT

• Two (2) copies should be submitted on 8 1/2" by 11" paper, single sided, with consecutive page numbers.

The proposal should contain the following sections in the order presented below. Proposals that do not include these sections may be considered non-responsive and as such may not be considered.

Proposal Cover Sheet (Page 3 of this RFP)
Letter of Interest
Profile and Experience
Project Budget – All Fees, listing and pricing strategy
References

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a. Section 1: Proposal Cover Sheet

Fill out completely the Proposal Cover Sheet which is the third page of this document. Place said cover sheet as the first page of the proposal that has been prepared for consideration.

b. Section 2: Letter of Interest

The proposal should be introduced with a letter of interest that includes a synopsis of the company's services and highlights the capacity to perform the work. The letter should be signed by the individual with contract signature authority for the company.

c. Section 3: Profile and Experience

Outline company history, scope of services offered, size of the company, and location. The Chillicothe R-II School District is interested in the experience of the company and/or the proposed project leaders in the area of expertise requested.

Identify the project's principal contact and contact information.

The company should list and describe any prior or ongoing engagements or professional relationships that would constitute a potential conflict of interest, together with a statement explaining why such relationships do not constitute a conflict of interest relative to performing the proposed project. The company covenants and agrees that the company and its officers, employees, and subcontractors will have no interest, including personal financial interest, and will acquire no interest, either directly or indirectly, that will conflict in any manner with the performance of the services called for under this RFP.

d. Section 4: Equipment Bid

Provide a bid price for each piece of equipment and associated items in the format of the "Bid Specifications" included in "Appendix A". Include a Total Price of the Proposal. All bids shall meet terms and conditions outlined in "Appendix A".

e. Section 5: References

Two transaction references must be provided where you have provided comparable services. These projects must have been engaged during the last five years. Use the format below.

Reference Organization	Contact Name	Phone Number
1.		
2.		

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PART III: GENERAL CONDITIONS-RESPONSES & SUBSEQUENT

CONTRACTS 1. SCOPE

The following terms and conditions shall govern the submission of proposals and subsequent contracts. **KITCHEN EQUIPMENT SPECIFICATIONS AND TERMS ARE INCLUDED IN "APPENDIX A"**

2. COMPLETING PROPOSAL

All information must be legible. Any and all corrections and/or erasures must be initialed. Each proposal must be signed in ink by an authorized representative of the firm and required information must be provided. The contents of the proposal submitted by the successful firm will become a part of any contract award as a result of this solicitation.

3. REQUEST FOR INFORMATION

Any requests for clarification of additional information deemed necessary by any firm to present a proper proposal shall be made in accordance with the timeline. All requests will be responded to in writing by the District to all prospective firms.

4. CONFIDENTIALITY OF PROPOSAL INFORMATION

All proposals and supporting documents will remain confidential until a final contract has been executed. All responses become the property of the Chillicothe R-II Schools and will be part of public record.

5. SUBMISSION OF PROPOSAL

Proposals are to be sealed and submitted prior to the date and time indicated on the Certification Form. After the deadline has passed and not before, all proposals received will be formally opened at one time. Proposals received after the date and time indicated on the Certification Form will not be considered. Proposals may be withdrawn or modified in writing prior to the proposal submission deadline. Proposals that are resubmitted or modified must be sealed and submitted prior to the proposal submission deadline. Each firm may submit only one (1) response to this proposal.

6. NEGOTIATION

The District reserves the right to negotiate any and all elements of this proposal. The District will attempt to negotiate and contract for services described in this solicitation with the most qualified firm(s). If an agreement cannot be reached, there will be an attempt to negotiate a contract with the next most qualified firm(s). This process will continue until an agreement is reached or until the District elects not to select any firm.

7. TERMINATION

Subject to the provisions below, any contract derived from this Request For Proposal may be terminated by either party upon thirty (30) days advance written notice to the other party; but if any work or service hereunder is in progress, but not completed as of the date of termination, then said contract may be extended upon written approval of the District until said work or services are completed and accepted.

a. TERMINATION FOR CONVENIENCE

In the event that the contract is terminated or canceled upon request and for the convenience of the District, without the required thirty (30) days advance written notice, then the District shall negotiate reasonable termination costs, if applicable.

b. TERMINATION FOR CAUSE

Termination by the District for cause, default or negligence on the part of the contractor shall be excluded from the foregoing provision; termination costs, if any, shall not apply. The

thirty (30) days advance notice requirement is waived in the event of Termination for Cause.

8. TAX EXEMPTION

The District and its Agencies are exempt from State and local sales taxes. Sites of all transactions derived from this proposal shall be deemed to have been accomplished within the State of Missouri.

9. SAFETY

All practices, materials, supplies, and equipment shall comply with the Federal Occupational Safety and Health Act, as well as any pertinent Federal, State and/or local safety or environmental codes.

10. RIGHTS RESERVED

The District reserves the right to reject any or all proposals, to waive any minor informality or irregularity in any proposal, and to make award to the response deemed to be most advantageous to the District.

11. FIRM PROHIBITED

Firms are prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this proposal or any resultant agreement or its rights, title, or interest therein or its power to execute such agreement to any other person, company or corporation without the previous written approval of the District.

12. DISCLAIMER OF LIABILITY

The District, or any of its agencies, will not hold harmless or indemnify any firm for any liability whatsoever.

13. HOLD HARMLESS

The firm shall agree to protect, defend, indemnify, and hold the School Board, the Chillicothe R-II Schools, its officers, commissions, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character resulting from the error, omission or negligent act of the contractor, its agents, employees or representatives, in the performance of the contractor's duties under any agreement resulting from award of this proposal.

14. LAW GOVERNING

All contractual agreements shall be subject to, governed by, and construed according to the laws of the State of Missouri.

15. ANTI-DISCRIMINATION CLAUSE

No firm of this request shall in any way, directly or indirectly discriminate against any person because of age, race, color, handicap, sex, national origin, or religious creed.

16. CONFLICT OF INTEREST

The successful firm shall not have conflicts of interest as to revenues derived from the results of tests or recommendations made on behalf of the firm. No salaried officer or employee of the District and no member of the School Board shall have a financial interest, direct or indirect, in this contract. A violation of this provision renders the contract void. The Firm further covenants that in the performance of this contract no person having such interest shall be employed to work on this project.

18. COSTS

All costs incurred in the preparation of the response to this request for proposal shall be the sole responsibility of the firm.

APPENDIX A

Bid Specifications and Terms

- 1. Provide a bid price for each item of equipment and associated items in a similar format of the "Bid Specifications" document below.
- 2. Delivery shall be in one (1) shipment the **week of July 29-August 2, 2024**. Specific delivery date shall be coordinated with school district representative. Delivery address is 900 Coach K Street, Chillicothe, MO 64601.
- 3. Bid shall include Freight, Receiving, Uncrating, Assembly, Delivery, and Set in Place.
- 4. All brackets, shelves, slides, and interior/exterior components shall be installed as **part of "Set** in Place"
- 5. All manuals shall be left in the interior of each piece of equipment
- 6. All applicable items (i.e.-gas lines) shall be left on the interior of each piece of equipment.
- 7. An exit meeting and signature is required at completion of delivery as outlined in items 3 & 4 above.
- 8. All waste materials shall be removed from the kitchen.

Specifications

ITEM 1 -**CONVECTION OVEN, GAS (1 REQ'D)**

Vulcan Model VC55GD Dimensions: 68.63(h) x 40.13(w) x 40.1(d)

Convection Oven, gas, double-deck, standard depth, solid state controls, electronic spark ignition, 5-hour timer with digital display enhancement, 150° to 500°F temperature range, (5) oven racks per deck, independently operated removable doors with windows, porcelain on steel interior, interior light, stainless steel front, top, & sides, 8" stainless steel legs, (2) 1/2 HP blower motors, (2) 50,000 BTU, NSF, CSA Star, CSA Flame, ENERGY STAR®



- 1 ea 1 year limited parts & labor warranty, standard
- 1 ea **Natural Gas**
- 1 ea (2) 120v/60/1-ph, 15.4 amps total, (2) cords with plugs, standard
- Gas manifold piping included with stacking kit to provide single point gas connection 1 ea
- 1 kt Dormont Model 1675KIT48 Dormont Blue Hose™ Moveable Gas Connector Kit, 3/4" inside dia., 48" long, covered with stainless steel braid, coated with blue antimicrobial PVC, (1) SnapFast® QD, (1) full port valve, (2) 90° elbows, coiled restraining cable with hardware, 180,000 BTU/hr minimum flow capacity, limited lifetime warranty
- 1 st
- CASTERS Model CASTERS Casters, set of (4) in lieu of standard legs

ELECTRICAL

	VOLTS	CYCLE	PHASE	CONN	AFF	NEMA	AMPS	KW	HP	MCA	МОСР
1									(2) 1/2		
2									1/2		
3	120	60	1	Cord & Plug			7.7				
4	120	60	1	Cord & Plug			7.7				

GAS STEAM

	SIZE	MBTU	KW	CONN		INLET SIZE	RETURN SIZE	LB/HR	PSIG (MIN)	PSIG (MAX)	l
1	3/4"	100			1						l

ITEM 2 - RANGE, 36", 6 OPEN BURNERS (1 REQ'D)

Vulcan Model 36S-6BN Dimensions: 58(h) x 36(w) x 34(d)

Endurance™ Restaurant Range, natural gas, 36", (6) 30,000 BTU burners, lift-off burner heads, standard oven, stainless steel front, sides, backriser, & lift-off high shelf, fully MIG welded chassis, 6" adjustable legs, 215,000 BTU, CSA, NSF



1 ea Stainless steel backriser & lift-off high shelf, standard

1 ea Stainless steel backriser & lift-off high shelf, standard

1 kt Dormont Model 1675KIT48 Dormont Blue Hose™ Moveable Gas Connector Kit, 3/4" inside dia., 48" long, covered with stainless steel braid, coated with blue antimicrobial PVC, (1) SnapFast® QD, (1) full port valve, (2) 90° elbows, coiled restraining cable with hardware,

180,000 BTU/hr minimum flow capacity, limited lifetime warranty

4 ea CASTERS Model CASTERS Casters for VULCAN Range



	SIZE	MBTU	KW	CONN		INLET SIZE	RETURN SIZE	LB/HR	PSIG (MIN)	PSIG (MA
1	3/4"	215.0			1					

ITEM 3 - HEATED HOLDING PROOFING CABINET, MOBILE (2 REQ'D)

Metro Model C539-CDC-U-GY Dimensions: 71(h) x 27.63(w) x 31.5(d)

C5™ 3 Series Heated Holding & Proofing Cabinet, with Grey Insulation Armour™, mobile, full height, insulated, Dutch clear polycarbonate doors, removable bottom mount control module, thermostat to 200°F, universal wire slides on 3" centers, adjustable on 1 1/2" increments (18) 18" x 26" or (34) 12" x 20" x 2 1/2" pan capacity, 5" casters (2 with brakes), aluminum, 120v/60/1 ph, 2000 watts, 16.7 amps, NEMA 5 20P, cULus, NSF



2 ea 1 year warranty against manufacturing defects

2 ea Right hand hinging, standard

GAS

ELECTRICAL

	VOLTS	CYCLE	PHASE	CONN	AFF	NEMA	AMPS	KW	HP	MCA	MOCP
1	120	60	1	Cord & Plug		5-20P	16.7	2.0			

ITEM 4 - REACH-IN FREEZER (1 REQ'D)

Traulsen Model G22010-032 Dimensions: 83.25(h) x 52.13(w) x 35(d)

Dealer's Choice Freezer, Reach-in, two-section, self-contained refrigeration, microprocessor control with LED display, stainless steel front, full-height solid doors (hinged left/right), anodized aluminum sides & interior, (3) epoxy coated shelves per section (factory installed), LED interior lights, 6" high casters, eco-friendly R290 Hydrocarbon refrigerant, unit can be programmed to operate at -10°F, 3/4 hp, cETLus, NSF



1 ea 6-year parts & labor and 7 year compressor, standard. Visit www.traulsen.com for details

1 ea 115v/60/1-ph, 11.5 amps, NEMA 5-15P, standard

2 ea Model G23ACC-TK4LR Set of 7 pairs universal type tray slides

8 pr Model GSACC-UVTS 1 Pair Universal type tray slides (mounting hardware not included)

ELECTRICAL

	VOLTS	CYCLE	PHASE	CONN	AFF	NEMA	AMPS	KW	HP	MCA	MOCP
1									3/4		
2	115	60	1	Cord & Plug		5-15P	11.5				



ITEM 5 - REACH-IN REFRIGERATOR (2 REQ'D)

Traulsen Model G20010-032 Dimensions: 83.25(h) x 52.13(w) x 35(d)

Dealer's Choice Refrigerator, Reach-in, two-section, 46.0 cu. ft., self-contained refrigeration, (2) full height doors (hinged left/right), (3) epoxy coated shelves per section (factory installed), microprocessor control with LED display, LED interior lights, stainless steel front, anodized aluminum sides & interior, 6" high casters, R290 Hydrocarbon refrigerant, 3/4 HP, cETLus, NSF



- 2 ea 6-year parts & labor and 7 year compressor, standard. Visit www.traulsen.com for details
- 2 ea 115v/60/1-ph, 7.9 amps, NEMA 5-15P, standard
- 4 ea Model G23ACC-TK4LR Set of 7 pairs universal type tray slides
- 16 pr Model GSACC-UVTS 1 Pair Universal type tray slides (mounting hardware not included)

ELECTRICAL

	VOLTS	CYCLE	PHASE	CONN	AFF	NEMA	AMPS	KW	HP	MCA	МОСР
1									3/4		
2	115	60	1	Cord & Plug		5-15P	7.9				

ITEM 6 - SPARE LINE (1 REQ'D)

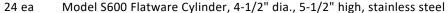
Custom Model SPARE LINE

Spare Line

ITEM 7 - FLATWARE HOLDER, CYLINDER HOLDER / DISPENSER (3 REQ'D)

Alegacy Foodservice Products Model TCD8

Top Counter Dispenser, 19-5/8"L, 11-3/4" deep, 5-1/2" front height, 8-9/16" back height, holds eight cylinders, satin finish





ITEM 8A - SERVING COUNTER, UTILITY (2 REQ'D)

Duke Manufacturing Model TST-88SS Dimensions: 36(h) x 88(w) x 32(d)

Thurmaduke™ Solid Top Unit, mobile utility counter, 88"W x 32"D x 36"H, 16ga stainless steel top, 20ga stainless steel body & undershelves, 5" dia. gray poly swivel casters & brakes, NSF

- 2 ea Model MOD-14-6 14ga stainless steel top, in lieu of standard
- 2 ea Model ILD Internal Locking Device (on both ends), stainless steel pin & latch line up device under countertop, per unit price (Note: Units required to be portable)
- 2 ea Model P-LAM Veneer plastic laminate on body (NOTE: Manufacturer's standard colors ONLY, metallics, color-core & raised textures may incur additional cost) Color selection is #217154 Racing Red
- 2 ea Model MOD-6P Veneer on customer's side Color selection is #217154 Racing Red
- 2 ea Model SOLID-HD-6CU Tray Slide, customer's side, 88" W x 12-1/4" D, solid stainless steel, on hinged brackets, with (2) 1/8" die-formed rubbing tracks, & mounted 34" high (specify any special height)
- 10 ea Model CUT-OP2 Rectangular cutout with raw edge, must be 12" or less, in counter top, body panel or a shelf (specify cutout size & location)
- 2 ea Model CUT-OP3 Rectangular cutout with reinforced edges, in counter top, body panel or a shelf, counter top max. right to left is 4" less than unit length (specify cutout size & location)
- 2 ea Model TDST-MOD For special height rail
- 2 ea Model TS462-88 Contemporary Food Shield, 87-1/2"W x 20"D x 20-1/8"H, adjustable from full-service to self-service guard, single shelf, sloped guard with fixed end closures, 3/8"

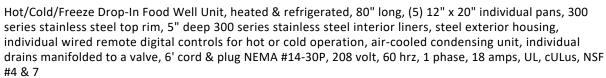


glass overshelf & guard with 1/4" glass ends (tempered with polished rounded edges), sloped Ø 1" tube posts, stainless steel finish posts mounted through countertop with mounting flange

2 ea Model ICB CUSTOM Electric inter connect box with outlets breakers and cord, mounted in the base

ITEM 8B - HOT / COLD FOOD WELL UNIT, DROP-IN, ELECTRIC (2 REQ'D)

Duke Manufacturing Model HCF-5 Dimensions: 25.94(h) x 80.19(w) x 25.5(d)







ELECTRICAL

	VOLTS	CYCLE	PHASE	CONN	AFF	NEMA	AMPS	KW	HP	MCA	MOCP
1	120/208/240	60	1	Cord & Plug		5- 50P/L14- 30P	28/17.2	3.36/2.064	1/3		
2									1/2		

ITEM 9 - SERVING COUNTER, UTILITY (2 REQ'D)

Duke Manufacturing Model TST-46SS Dimensions: 36(h) x 46(w) x 32(d)

Thurmaduke™ Solid Top Unit, mobile utility counter, 46"W x 32"D x 36"H, 16ga stainless steel top, 20ga stainless steel body & undershelves, 5" dia. gray poly swivel casters & brakes, NSF

- 2 ea Model MOD-14-3 14ga stainless steel top, in lieu of standard
- 2 ea Model P-LAM Veneer plastic laminate on body (NOTE: Manufacturer's standard colors ONLY, metallics, color-core & raised textures may incur additional cost) Color selection is #217154 Racing Red
- 2 ea Model MOD-3P Veneer on customer's side Color selection is #217154 Racing Red
- 2 ea Model MOD-P-END Veneer on end, each Color selection is #217154 Racing Red
- 2 ea Model SOLID-HD-3CU Tray Slide, customer's side, 46" W x 12-1/4" D, solid stainless steel, on hinged brackets, with (2) 1/8" die-formed rubbing tracks, & mounted 34" high (specify any special height)

ITEM 10 - MILK COOLER (1 REQ'D)

Beverage Air Model SMF58HC-1-S Dimensions: 47(h) x 58(w) x 33.63(d)

School Milk Cooler, forced air, $58"W \times 33-5/8"D \times 47"H$, 24 cu. ft., single access, exterior digital thermometer, flat top carton capacities, (16) $13" \times 13" \times 11"$ or (10) $19" \times 13" \times 11"$ case capacity, self-latching doors/lids with safety bumpers, cylinder lock, wire floor racks, floor drain, electronic control, auto defrost, stainless steel interior & exterior, R290 Hydrocarbon refrigerant, 1/3 HP, cULus, UL EPH Classified, UL-Sanitation, Made in USA

- 1 ea 3 years parts & labor warranty (excludes maintenance items)
- 1 ea Self-Contained refrigeration
- 1 ea Additional 4 years compressor warranty (part only), standard
- 1 ea 115v/60/1-ph, 3.3 amps, cord with NEMA 5-15P
- 1 ea 6" Heavy duty casters, (2) with brakes, standard

ELECTRICAL

	VOLTS	CYCLE	PHASE	CONN	AFF	NEMA	AMPS	KW	HP	MCA	МОСР
1									1/3		
2	115	60	1	Cord & Plug		5-15P	3.3				





ITEM 11 - FREIGHT, DELIVERY, SET IN PLACE (1 REQ'D)

Freight / Delivery Model FREIGHT

This line includes freight, receiving, uncrating, assembly (This includes assembly of refrigerator/freezer slides), delivery, and set in Place. Prevailing wage.

-Equipment must be peeled, and all excess trash must be disposed of by the food equipment contactor.

****GAS AND ELECTRICAL CONNECTIONS BY OTHERS.****