



**Colorado Charter School Institute
1525 Sherman St. B76
Denver, CO 80203**

**REQUEST FOR PROPOSAL
RFP #2026-2027 FFVP**

Date of Invitation: April 29, 2026
Responses Due: May 29, 2026, by or before 9 AM MST

**DELIVER BID RESPONSE TO:
lleneAgustin@csi.state.co.us**

Return completed vendor qualification statement, bid sheet and signed certification statements as your completed bid through email to lleneAgustin@csi.state.co.us

Bids received after the date and time indicated above, will not be accepted.

Any questions regarding bid contents or terms should be directed to: lleneAgustin@csi.state.co.us

Purpose of Bid:

Colorado Charter School Institute, henceforth referenced as CSI, is the School Food Authority (SFA) for multiple self-operating Charter Schools. Three (3) locations which include elementary and middle school are seeking a vendor for FFVP. There are approximately 1600 students enrolled at these locations and these schools serve FFVP weekly. CSI on behalf of 3 schools (Pinnacle K-8, Academy of Arts and Knowledge, and Ricardo Flores Magon Academy) for 26-27 and potentially any new schools that qualify for FFVP for 26-27 and beyond is seeking fruits and vegetables that are bulk and IW for the Fresh Fruit and Vegetable program (FFVP).

Bid Components:

- RFP #2026-2027 FFVP
- Buy American Act/Import Products Form
- Debarment Form
- Lobbying Form
- Non-Collusion Affidavit
- Delivery Locations
- Grower Producer Food Safety Checklist

PART 1- INSTRUCTIONS TO VENDORS

1.1 REQUEST FOR PROPOSAL – BID #2025-2026 FFVP

Bids will be submitted through email, IleneAgustin@csi.state.co.us, by 9:00 AM MST, Friday, May 29, 2026, for the furnishing and delivery of locally and non- locally grown fresh fruits, raw vegetables, both bulk and IW to the delivery sites specified in the Delivery Location document. This will be in accordance with terms and conditions established in this bid. ALL BIDS RECEIVED AFTER THE TIME SPECIFIED WILL NOT BE OPENED OR CONSIDERED. The vendor is responsible for having their bid delivered on time to IleneAgustin@csi.state.co.us.

For the purposes of this bid, locally grown fresh fruits and raw vegetables are defined as “unprocessed agricultural products that retains its inherent character” and originates from within the state of Colorado. All locally grown products will be harvested within two weeks of delivery and local products meeting these requirements must be documented in the awarded respondent’s subsequent purchaser orders/delivery tickets and invoicing. Non locally grown is not grown in the state of Colorado. While we prefer Buy American there are rules within FFVP that allow for some produce to not be domestic.

1.2 PREPARATION OF BID DOCUMENTS

- A. All bids must be typewritten or printed in ink.
- B. All bids must be emailed to: IleneAgustin@csi.state.co.us
- C. Bid pricing should be submitted in two parts, raw food cost and delivery cost. Delivery is Free on Board (FOB) Destination (see Delivery Location 2026-2027 SY document). Pricing can be submitted on provided estimate forms or on company letterhead. Delivered pack sizes must be included.
- D. Bid must be signed by an agent authorized to enter into an agreement.

1.3 WITHDRAWAL OF VENDORS

Bids may be withdrawn with written notice from agent who signed original document. Once submitted, documents become property of Colorado Charter School Institute. When documents are opened, they become public information and any restrictions put upon the Colorado Charter School Institute regarding the sharing of information after opening will be grounds to reject the bid.

1.4 INQUIRIES REGARDING BID

Colorado Charter School Institute
RFP #2026-2027 FFVP

No phone or in person inquiries will be accepted. All inquiries concerning this Bid must be submitted via email, IleneAgustin@csi.state.co.us. Inquiries and questions must be received no later than May 22, 2026, at 2:00 PM MST. Inquiries and questions will be answered by May 26, 2026, via IleneAgustin@csi.state.co.us. CSI will not be responsible for, nor honor any claims resulting from, or alleged to be the result of misunderstanding by the Vendor. It is the Vendor's responsibility to bring all discrepancies, ambiguities, omissions, or matters that need clarification to CSI's attention.

1.6 AWARD/AWARD RUBRIC INFORMATION

Award shall be based on but not limited to the following:

1. *Proposed Pricing: the lowest bidder will be considered based on market basket pricing given. (Note you may submit more than one market basket if not all schools would receive the same pricing due to location of school). (21 points)*
 2. *Vendor Performance: The general reputation and experience of the vendor in the industry. The SFA's knowledge and/or experience of the Vendor's past performance, including the quality of merchandise offered. 20 points*
 3. *Delivery: Vendor's ability to meet delivery and stocking requirements. 20 points*
 4. *Financial responsibility of the Vendor. 20 points*
 5. *Ability to meet requirements of the bid including food safety plan. 19 points*
- CSI and schools under SFA will award to the lowest responsive and responsible bidder or bid/offer most advantageous to the program with price and other factors considered.

The estimates provided on the attached Market Basket are based on historical purchasing history and are not a guarantee of purchase.

CSI and the schools that are part of our SFA reserve the right to also make purchases of this service or goods from a Colorado State Bid Contract/Agreement, the RPS bid contract, or any other source during the term of this agreement.

CSI reserves the right to add goods after award and in the renewal contract awards if there is a need by the schools for additional products.

1.7 APPEAL OF AWARD

Respondents may appeal by submitting, in writing, a detailed request for reconsideration to CSI within 48 hours after the recommendation of award has been made, provided that the appeal is sought by the Respondent prior to CSI finalizing a contract with the selected vendor.

PART 2- GENERAL SPECIFICATIONS

2.1 CONTRACT PERIOD

Term of this bid is for one (1) year commencing August 1, 2026, and ending June 30, 2027. This bid shall include an option to renew through negotiation for four (4) additional one (1) year renewals at the request of CSI or the schools.

2.2 CONTRACT PRICING

The bidder shall insert on the form provided the price of products per stated unit that the bidder proposes to furnish and deliver. Bid prices shall encompass everything necessary for furnishing the items specified herein including all labor, materials, equipment, service, proper packaging and related items in accordance with the specification set forth. All prices must be quoted a firm price, F.O.B. Destination, unless otherwise specified.

In the event of an increase or decrease in the market price of any products covered by the contract, CSI and/or the schools will consider negotiated price adjustments (increases or decreases), that are tied to an economic index such as CPI (Consumer Price Index).

CSI and the schools are exempt from all federal taxes under the Internal Revenue Code and from all city and state sales and use taxes. Quotations shall not include the cost of any such taxes, including those on any materials, supplies or equipment used or installed in the work.

2.3 CONTRACT CANCELLATION

Unless otherwise stated, any contract entered into as a result of this Bid may be cancelled by either party upon 30 day written notice to the effective date of cancellation. Cancellation may be in whole or part by either party.

Vendor may at any time and for any reason terminate services and work at their convenience. Upon receipt of such notice, Contractor shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders for materials, facilities and supplies in connection with the performance of this Agreement. Upon such termination, the Vendor shall be entitled to payment for open invoices.

2.4 VENDOR PERFORMANCE

If the vendor is unable to perform under the terms of the contract, CSI and/or the schools reserve the right to cancel this contract.

2.5 DELIVERY GUARANTEE

Vendor must notify the schools fourteen days (14) in advance anticipated delivery. If unable to deliver items as ordered, Vendor must notify the schools immediately.

Deliveries are accepted Monday-Friday from 8:00 am to 11:30 am. These times can be flexible by talking with each school. Orders will be placed a minimum of 3 business days prior to the delivery date.

2.6 DELIVERY INSTRUCTIONS

The prices quoted shall be for delivery to the location specified in Delivery Location 2026-27 SY document. All shipments shall be delivered Free on Board (FOB): Destination. Delivery shall be on an as needed basis.

All deliveries must have a delivery invoice that clearly identifies the farm(s) as applicable, product, quantity, pack sizes, and purchase order number. At receipt of delivery, product is to be inspected for acceptable quality according to our warehouse Standard Operating Procedures (SOPs) and quantities verified against the invoice. CSI Schools reserve the right to refuse products due to unacceptable quality. If the produce is accepted and is later found within 24 hours that the produce is unacceptable the vendor will supply the school with credit and/or new produce. Any delivery discrepancies are to be noted on the delivery invoice.

2.7 FOOD SAFETY/HACCP PLAN

Vendors must have an On-Farm Food Safety and/or a Hazard Analysis Critical Control Point (HACCP) Plan in place. Documentation will be required with Bid proposal using the included Producer Food Safety Checklist. If a Food Safety Plan and/or HACCP Plan are not currently in place, please provide an explanation of what arrangements are being made to implement a Food Safety Plan and/or HACCP Plan.

Hard or electronic copies of the Food Safety/HACCP plan may be requested by CSI Schools prior to, or after awarding the proposal. Additionally, if awarded, local producers agree to allow District staff to schedule farm visits to observe agricultural and food safety practices at mutually agreed upon times throughout the contract period.

No product substitutions will be accepted unless written prior approval is obtained from CSI Schools. Items found to be defective or not in accordance with the contract specifications shall be replaced within seven-days by the successful Proposer at no cost to the Schools. Failure to replace items not meeting the contract specifications and/or defective items shall be considered sufficient cause for default action under the default provision of the contract.

In the event of a mandatory or voluntary recall, Proposers shall remove or authorize disposal of all recalled product from the CSI Schools within 21 calendar days, and shall replace the product with new product, at no cost to the School, as soon as possible.

2.8 INSURANCE

Vendors must provide evidence of a minimum of \$1 million liability insurance along with submitted bid.

2.9 PAYMENT TERMS

CSI Schools will not accept payment terms of less than 30 days or discounted payment terms of less than 10 days from date of receipt. "Date of receipt" means the completed delivery of the goods, or the receipt of the invoice for the delivery of the goods or services, whichever is later.

2.10 COMPLIANCE WITH LAWS

All items must comply with all applicable Local, State, and Federal laws pertaining thereof.

2.11 BUY AMERICAN

The 1998 reauthorization of the National School Lunch Act requires school districts participating in the National School Meals Programs in the contiguous 48 states of the United States to buy food products produced in the United States (domestic) when using federal funds. Therefore, if there is a domestic and non-domestic food product available, you must supply domestic products. You may supply non-domestic products only when domestic products are unavailable. As defined in this legislation, a domestic food commodity is an agricultural commodity (for example beef, pork, chicken, fruits, vegetables, oils or grains) that is produced in the United States. A domestic food product is processed in the United States using substantially domestic agricultural commodities. Substantially means that over 51 percent of the finished processed product comes from American produced products. Implementing federal regulations are 7 CFR 210.21 and 220.16 published on September 20, 1999. You may be required to provide certification of domestic origin and content. You must certify that the majority of food products you propose to provide and supply meet the federal requirements in the "Buy American Act" and stipulate which specific products are unavailable domestically. Exceptions to this rule would typically be pineapple, mandarin oranges, olives, tuna fish, tea, spices and coffee. In the event the Proposer supplies or delivers products contrary to the requirements of this section or applicable laws and regulations, the District may pursue remedies for default as provided in Section 36, and or may terminate this Agreement as provided in Section 36. The Proposer shall hold the District harmless from any fines, penalties, costs or expenses imposed upon or incurred by any of them as a result of the Proposer's non-compliance with such laws and regulations. This purchasing requirement does not apply in instances when:

a) The product is not produced in the U.S. in sufficient and reasonable quantities of a satisfactory quality to meet general needs,

c) The cost of the US product is significantly higher than foreign products (the District defines significantly higher to be when US product is twenty-five percent higher than the foreign product).

2.12 EQUAL OPPORTUNITY

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, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may 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 complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, 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. 202509410.
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

In connection with the performance of any work under the bid, the vendor shall agree not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified, solely because of race, creed, color, sex, national origin, disability or age.

PART 3- ACCEPTANCE

- 1. The Vendor agrees to comply with all Federal, State, and local laws, ordinances and all applicable rules, regulations, and standards.
- 2. CSI schools are tax-exempt. Exemption forms will be issued upon request.
- 3. The Vendor 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, or equipment and is, in all respects, fair and without collusion or fraud. The vendor understands that collusive bidding is a violation of federal law and can result in fines, prison sentences, and civil damage awards. The Vendor further agrees to abide by all conditions of this Proposal.

SIGNED: _____

NAME: _____

(PRINT OR TYPE)

VENDOR/FARM/FOOD HUB NAME: _____

ADDRESS: _____

PHONE #: _____

EMAIL: _____

WEBSITE (if desired/applicable): _____

The following documents must be submitted for a complete Bid package:

- _____ Pricing to Include Pack Sizes
- _____ Estimated Availability (Harvest Timeline)
- _____ Producer Food Safety Checklist
- _____ Proof of Liability Insurance
- _____ Buy American/Import Products Form
- _____ Debarment Form
- _____ Lobbying Form
- _____ Non-Collusion Affidavit
- _____ Signed Acceptance-Part 3 Variations (if applicable)

RETURN WITH BID SUBMISSION

VARIATIONS:

The Bidder shall identify all variations and exceptions taken to the Terms and Conditions Technical Specifications in the space provided below; provided, however, that such variations are not expressly prohibited in the Bid documents.

Examples of variations may include: bidding additional items not listed in usage document (ex. fresh herbs), providing pricing for 'seconds', bidding on a variety other than listed on usage document (e.g. shitake vs. button mushrooms), etc. For each variation listed, reference the applicable section of the bid document. If no variations are listed here, it is understood that the Bidder's Proposal fully complies with all terms and conditions. It is further understood that such variations may be cause for determining that the Bid Proposal is non-responsive and ineligible for award.

Sect _____
Variance _____

Sect _____
Variance _____

Sect _____
Variance _____

Sect _____

Variance _____

Sect _____

Variance _____

Sect _____

Variance _____

Sect _____

Variance _____

Attach additional sheets if necessary

RETURN WITH BID SUBMISSION

BID PRICE SPEC SHEET (attach additional sheets if necessary) See attached Excel worksheet

VENDOR NAME: _____

ADDRESS: _____

PHONE#: _____

EMAIL: _____

Schools included:																	
Produce	Est. Monthly Usage	Unit	Months Available	Producer/Farm (if local)	Pack size	Price	Notes	Description (IV Produce)	Estimated Monthly Usage	Pack Size	Price	Description (IV Produce)	Estimated Monthly Usage	Pack Size	Price		
	Usage will vary by school and availability. CSI meets with school monthly to project.								Usage will vary by school and availability. CSI meets with school monthly to project usage.				50/2oz				
APPLES (LIST VARIETIES)		EA						Baby Carrot/Celery Combo	50 / 2oz			IV Pineapple Chunks					
BELL PEPPERS, ASSORTED COLORS		LB						Beet Chips (Gold)	50 / 2oz			IV Jamaica Sticks	100 / 2oz				
BROCCOLI		LB						Beet Chips (Red)	50 / 2oz			IV Mango Spear	50/2oz				
CABBAGE SHREDDED (LIST VARIETIES)		LB						Bell Pepper Slices (Grn/Red Or Grn/ Yel)	50 / 2oz			IV Radish	30 / 2oz				
CARROT'S, LARGE		LB						Broccoli & Cauliflower	50 / 2oz			IV Coconut	50/2oz				
CANTALOPE		EA						Broccoli Buds/Florets	50 / 2oz			IV Honeysuckle	50/2oz				
CAULIFLOWER		LB						Broccoli/Carrot Stick	50 / 2oz			IV Kivi	50/2oz				
CELERY		LB						Broccoli/Carrots (Elabg)	50 / 2oz			IV Grapes	50/2oz				
CUCUMBER		LB						Cabbage Bites (Green)	50 / 2oz			IV Oranges	50/2oz				
CHILE PEPPERS (LIST VARIETIES)		LB						Cabbage Bites (Red)	50 / 2oz			IV Carrots	200/1.6oz				
HONEYDEW (AVG 5-LB EA)		EA						Carrot Sticks/Snap Peas	50 / 2oz			Bulk Items	Pack Size	Price			
AVAILABLE		LB						Cauliflower Or Celery Florets	50 / 2oz			Bulk Pink Pineapple	5 lb. pack				
PEACHES (LIST VARIETIES AVAILABLE)		LB						Cauliflower Buds/Florets	50 / 2oz			Bulk Oranges	5 lb. pack				
PEACHES ("SECONDS"/FR2)		LB						Celery Sticks	50 / 2oz			Bulk Strawberries	5 lb. pack				
PEARS (LIST VARIETIES AVAILABLE)		LB						Cucumber Coins	50 / 2oz			Bulk Watermelon	5 lb. pack				
PUMPKIN (LIST VARIETIES)		LB						Edamame Shelled	50 / 2oz			Bulk Cantaloupe	5 lb. pack				
RADISH, RED		LB						Snow Peas Whole	50 / 2oz								
RADISH, WATERMELON		LB						Squash Yellow Coin	50 / 2oz								
RADISH, BLACK		LB						Squash Yellow Sticks	50 / 2oz								
RASPBERRIES		LB						Sweet Potato Sticks	50 / 2oz								
TOMATO, CHERRY OR GRAPE		LB						Tomatoes Grape	50 / 2oz								
TOMATO, 5X6		LB						Watermelon Raddish	50 / 2oz								
SPINACH CLEAN & TRIM		LB						Zucchini Coins Sliced	50 / 2oz								
ZUCCHINI		LB						Zucchini Sticks	50 / 2oz								
WATERMELON, SEEDLESS		EA															
WINTER SQUASH (LIST VARIETIES)		EA															
COMPANY NAME: _____																	
RETURN WITH BID SUBMISSION																	
Colorado Charter School Institute RFP #2026-2027 FFVP																	
This institution is an equal opportunity employer.																	

Spreadsheet in Excel format is available with bid posting. Vendor may download specification sheet and complete unshaded areas. If on separate sheet, it must be returned with the bid documents. It is understood that pricing changes weekly.

AUTHORIZED SIGNATURE: _____

NAME: _____ DATE: _____

RETURN WITH BID SUBMISSION

IMPORT PRODUCTS/BUY AMERICAN ACT

The 1998 reauthorization of the National School Lunch Act requires school districts participating in the National School Meals Programs in the contiguous 48 states of the United States to buy food products produced in the United States (domestic) when using Federal Funds. Therefore, if there is a domestic and non-domestic product available, you must propose and supply domestic products. You may supply non-domestic products only when domestic products are unavailable. As defined in this legislation, a domestic food commodity is an agricultural commodity that is produced in the United States. A domestic food product is processed in the United States using substantially domestic agricultural commodities. Substantially means that over 51 percent of the finished product come from American produced products. Implementing Federal Regulations are 7 CFR 210.21 and 220.16 published on September 20, 1999. You may be required to provide certification of domestic origin and content. You must certify that the majority of products you propose to supply meet the Federal Requirements in the "Buy American Acts" and stipulate which specific products are unavailable domestically. Products not in compliance with this section shall be in violation of the Federal "Buy American" policy. This purchasing requirement does not apply in instances when: a) The product is not produced in the U.S. in sufficient and reasonable quantities of a satisfactory quality b) The cost of the US product is significantly higher than foreign products.

CERTIFICATE

I/-We hereby certify that the

Colorado Charter School Institute
RFP #2026-2027 FFVP

Company Name

Address

Phone Number

will abide with the Buy American Act and supply domestic products to CSI Schools.

List non-domestic products proposed to be provided:

Product	Country of Origin

Upon request of the Business Services Department of the District/Cooperative, we will show proof that our practices do meet in every respect the requirements of the Buy American Act.

_____ (signature of owner or officer of firm)

_____ (title)

_____ (date)

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Debarment and Suspension Form

Debarment and Suspension and Other Responsibility Matters Primary Covered Transactions School Food Authorities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR part 180. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

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 disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. Have not within a three-year period preceding this application 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 had one or more public transactions (Federal, State, or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Business Name _____ Date _____

Name and Title of Authorized Representative _____

Signature of Authorized Representative _____

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Certification Regarding Lobbying/Byrd Anti-Lobbying Amendment

Certification Regarding Lobbying: Applicable to Grants, Sub-grants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal funds. Contractors that apply or bid for such an award must file the required certification.

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, an employee of a Member of Congress, or any Board Member, officer, or employee of [School] Independent School District in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, an employee of a Member of Congress, or any Board Member, officer, or employee of [School] Independent School District in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.

Name/Address of Food Service Management Company/Vendor

Colorado Charter School Institute
RFP #2026-2027 FFVP

Name/Title of Submitting Official _____

Signature _____ Date _____

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Clean-Air Act

Clean Air Act ([42 U.S.C. 7401-7671q.](#)) and the Federal Water Pollution Control Act ([33 U.S.C. 1251-1387](#)), as amended - Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act ([42 U.S.C. 7401-7671q](#)) and the Federal Water Pollution Control Act as amended ([33 U.S.C. 1251-1387](#)). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Name/Address of Food Service Management Company/Vendor

Name/Title of Submitting Official _____

Signature _____ Date _____

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Non-Collusion Affidavit

The undersigned bidder or agent, being duly sworn on oath, says that he/she has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to include anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He/She further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, free gift, commission or thing of value on account of such sale.

Oath and Affirmation

I hereby affirm under the penalties for perjury that the facts and information contained in the foregoing bid for public works are true and correct.

Dated this ____ day of _____, _____

(Name of Organization)

(Title of Person Signing)

(Signature)

Schools in 26-27 School Year (SY) (Depending on schools added to CSI and FFVP this list may not be complete.)

- **Pinnacle Charter School**
1001 W 84th Ave. Federal Heights, CO 80260
303-450-3985 ext. 1136
Kitchen Manager – Kelley Dillon
- **Ricardo Flores Magon Academy**
5330 Meade St, Denver, CO 80221
(303)412-7610
Kitchen Manager- Maribel Alba
- **Academy of Arts and Knowledge**
4800 Wheaton Dr. Fort Collins, CO 80525
jkankel@aakelementary.org
Kitchen Manager- Jada Kankel

RETURN WITH BID SUBMISSION

Local Grower Checklist

REQUIREMENT	YES	NO	N/A
FOOD SAFETY PROGRAM			
Employees are trained and required to follow proper sanitation and GAPS practices.			
A documented food safety program has been implemented.			
A system for tracking products sold is in place and documentation can be provided to customers upon request.			
PERSONAL HYGIENE			
All guests and employees are required to follow proper hand hygiene.			
Hand soap and potable water are available for hand washing.			
Eating, drinking, chewing gum, and tobacco use are confined to designate separate from where food product is handled. Water is allowed in closed containers.			
Workers with flu-like symptoms, infectious conditions, or open wounds are restricted from handling crops. Any crops that have come in contact with bodily fluids will be disposed of and any equipment surfaces that come in contact any body fluids will be disinfected.			
WATER AND SEWAGE			
The source(s) of water used to wash produce is tested annually to determine E. coli level.			
The farm sewage treatment/septic system functions properly, and there are no evidence of leakage or runoff.			
No sewage or sewage byproducts are used on the farm.			
MANURE			
Manure lagoons located near crop production areas are maintained to prevent leaking or overflowing and measures have been taken to stop runoff into crop production areas.			
If raw manure or a combination of raw and composted manure is used as a soil amendment it is incorporated at least two weeks prior to planting and a minimum of 120 days prior to harvest. Or, if manure is composted and applied less than two weeks before planting or less than 120 days before harvest, there is documentation that it has been thoroughly heated.			
Composted manure and/or biosolids are properly treated, composed, or exposed to environmental conditions that would lower the expected level of pathogens.			
Manure is properly stored prior to use.			
ANIMAL ACCESS AND PEST CONTROL			
Reasonable efforts are made to restrict irrigation water sources from excessive exposure to livestock, wildlife, and other potential pollution sources			
Measures have been taken to minimize opportunity for wildlife to access crop production areas.			
Measures are taken to exclude animals from storage facilities.			
EQUIPMENT, FACILITY, AND STORAGE			
Prior to loading/unloading crops, all containers and handling equipment are inspected to make sure they are clean and free from disagreeable odors and obvious dirt and/or debris; they are cleaned if necessary.			

All employees are instructed to inspect and remove foreign objects such as glass, metal, rocks, unidentified objects, or other dangerous/toxic items from harvest containers or equipment.			
Harvest containers and other equipment are kept in good repair or are replaced if damaged			
Harvest containers will be used solely for the carrying or storage of the intended crop and non-produce items are not to be allowed in these containers during the harvest season.			
REQUIREMENT	YES	NO	N/A
Non-food grade substances such as paints, lubricants, fertilizers, pesticides, etc., will not be stored near harvested crops or in crop washing/storage areas			
The washing/storage facility is cleaned and maintained in an orderly manner.			
ICE AND REFRIGERATION			
Climate controlled rooms are monitored and temperature logs maintained.			
Refrigeration equipment is cleaned on a regular basis.			
Refrigeration systems work properly, and appropriate storage temperatures are maintained.			
Refrigeration system condensation does not come in contact with produce.			
The water used for ice/cooling is potable.			
TRANSPORTAION			
Produce items are not loaded with potentially contaminating products.			
Efforts are made to ensure minimal damage to crops during harvest, handling and transportation. Crops are not handled or transported with potentially contaminating products			

Print Full Name: _____

Date: _____

Signature: _____

This institution is an equal opportunity provider.