



# Windham School District

School Administrative Unit 95

19 Haverhill Road  
Windham, NH 03087  
Phone (603) 845-1550  
Fax (603) 845-1551

## REQUEST FOR PROPOSAL – BEVERAGES

The Windham School District is soliciting a request for proposals for beverage items for the 2021-2022 school year. If interested, please reply to Rhonda Peckham at the address below on or before **July 15, 2021**. E-mail responses are acceptable and should be sent to [rpeckham@windhamsd.org](mailto:rpeckham@windhamsd.org).

1. The Windham School District is requesting fixed pricing for beverage items for the 2021-2022 school year for Windham High School and Windham Middle School only.
2. All items must be compliant with Smart Snack beverage regulations:

| <b>Beverage Standards</b>  |                           |                       |                      |
|--|---------------------------|-----------------------|----------------------|
| <b>Beverages</b>   | <b>Elementary School*</b> | <b>Middle School*</b> | <b>High School**</b> |
| <b>Water</b><br>(plain or plain carbonated)  | No size limit             | No size limit         | No size limit        |
| <b>Low fat Milk</b><br>(unflavored)  | ≤ 8 fl oz                 | ≤ 12 fl oz            | ≤ 12 fl oz           |
| <b>Fat Free Milk</b><br>(flavored or unflavored)   | ≤ 8 fl oz                 | ≤ 12 fl oz            | ≤ 12 fl oz           |
| <b>100% fruit/vegetable juice</b>  | ≤ 8 fl oz                 | ≤ 12 fl oz            | ≤ 12 fl oz           |
| <b>100% fruit/vegetable juice diluted with water</b><br>(with or without carbonation, no added sweeteners) | ≤ 8 fl oz                 | ≤ 12 fl oz            | ≤ 12 fl oz           |
| <b>Other flavored and/or carbonated beverages</b><br>(containing ≤ 5 kcal / 8 oz or ≤ 10 kcal / 20 oz)     | Not allowed               | Not allowed           | ≤ 20 fl oz           |
| <b>Other flavored and/or carbonated beverages</b><br>(containing ≤ 40 kcal / 8 oz or ≤ 60 kcal / 12 oz)    | Not allowed               | Not allowed           | ≤ 12 fl oz           |
| *Must be caffeine free (except trace amount of naturally occurring caffeine substances)                    |                           |                       |                      |
| **May contain caffeine   |                           |                       |                      |

3. Federal regulations require that to the maximum extent possible, only domestic products be purchased, consistent with the “Buy American” provisions of Public Law (P.L) 105-336 under the Richard B. Russell National School Lunch Act. This policy will allow for an exception only in the case when an acceptable product is not available domestically, or if the cost of the domestic product is substantially



more, in which case other countries of origin may be considered for purchase. The decision to consider other countries of origin is at the sole discretion of the Windham School District.

4. The successful bidder shall provide and maintain coolers at no expense to the district as follows:  
**Windham High School**
  - a. (2) beverage vending machines
  - b. (1) 1 door glass front beverage cooler**Windham Middle School**
  - a) (1) 2 door sliding glass front beverage cooler
5. Cooler delivery shall take place at a time acceptable to the district, but no later than Monday, August 30, 2021.
6. If interested in responding, please provide the following information:
  - a. List if all Smart Snack approved beverage items available
  - b. Fixed price of each item for the 2021-2022 school year
  - c. Statement on pricing for subsequent school years
  - d. Delivery schedule for 2 schools in Windham, NH
  - e. Statement on country of origin for all products being provided
  - f. The Contractor's Certificate of Eligibility (attached).
7. The district's reserves the option to renew the award at terms acceptable to both the district and the awardee for up to 2 additional years after the initial award.
8. In awarding a contract, the district shall consider:
  - a. Price of items (primary factor)
  - b. The number of Smart Snack approved beverages available
  - c. Pricing for subsequent school years
  - d. Delivery schedule
  - e. Compliance with the Buy American Provision
9. As stated above, proposals are due on or before **Thursday, July 15, 2021** and taken under consideration at that time. Notification of award will take place no later than 2 weeks after the proposal due date.

If you have any questions, please contact me at [rpeckham@windhamsd.org](mailto:rpeckham@windhamsd.org) or call me at 603-845-1558 x5820.

Sincerely,



Rhonda A. Peckham, Nutrition Services Director, 64 London Bridge Road, Windham, NH 03087, 603-845-1558 x5820, [rpeckham@windhamsd.org](mailto:rpeckham@windhamsd.org)



Beverage case purchases for SY18-19

| <b>WMS</b>         |                    | <b>WHS</b>         |                    | <b>Notes</b>      |
|--------------------|--------------------|--------------------|--------------------|-------------------|
| <b>12 count cs</b> | <b>24 count cs</b> | <b>12 count cs</b> | <b>24 count cs</b> |                   |
| 5                  | 77                 | 183                | 288                | Audited inv.      |
|                    | 25                 | 109                | 137                | Aug/Sept.<br>2018 |
|                    | 29                 | 152                | 156                | Oct. 2018         |
|                    | 6                  | 35                 | 37                 | Nov. 2018         |
|                    | 9                  | 15                 | 2                  | Dec. 2018         |
|                    | 48                 | 99                 | 166                | Jan. 2019         |
|                    | 34                 | 92                 | 134                | Feb. 2019         |
| 21                 | 37                 | 153                | 138                | Mar. 2019         |
| 39                 | 44                 | 142                | 142                | April 2019        |
| 39                 | 44                 | 230                | 205                | May 2019          |
| 15                 | 22                 | 31                 | 41                 | June 2019         |
| 119                | 375                | 1241               | 1446               | Total             |



## Contractor's Certification of Eligibility

The bidder/offeror certifies, by submission of this proposal or acceptance of this contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

It further agrees by submitting this proposal that it will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts.

Where the bidder/offeror/contractor or any lower tier participant is unable to certify to this statement, it shall attach an explanation to this solicitation/proposal

That the information above is true and complete to the best of my knowledge:

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Name, Title and Company Name (please print)

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Signature

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Date

NOTE: The penalty for making false statements in offers is prescribed in 18 USC1001

