

Food Bid 2020-2021

Mid-Willamette Valley Community Action Agency

Mid-Willamette Community Action Head Start is a Head Start pre-school program that serves low-income children in the Salem-Keizer, Aumsville, Sublimity, Dallas, Independence, and Woodburn areas. Foods served must adhere to USDA standards and be low in sugar, fat, and salt. Our program provides foods for children with special dietary needs, including vegan, vegetarian, gluten-free, peanut-free, etc. At least one Whole Grain Rich item (50% or more whole grain) must be served each day in the program. All meat / meat alternate products including additives must be supported with CN labels or product formulation statements.

Attached is a Product Bid Sheet for our 2020-2021 program year. The last column, high-lighted in yellow, is the column for you to list your prices. Please submit completed list, evaluation criteria, cover sheet and W-9 form.

Bids will be due on October 6, 2020 by 5:00 pm.

Contact Natalie Bratton at (503) 551-2928 or natalie.bratton@mwvcaa.org with questions. Send bids to Natalie Bratton via email by 5:00 pm on October 6th, 2020.

Below are additional requirements for the bid.

- Food and paper products must be at a price equal to or lower than the prices listed in the Product Information Spreadsheet. Products with different brands of equal quality will be accepted.
- Food and paper products are to be delivered a minimum of once a week to the distribution sites in Salem and Keizer beginning October 2020 through August 31st, 2021. A second, smaller delivery may be needed at the distribution site in Salem. Delivery dates may change slightly due to site closures for emergencies related to Covid-19, etc.
- Delivery fees will be waived for truckloads of 15 pieces or more.
- In the event an item is unavailable, an appropriate substitute of equal quality must be provided.
- Storage and transport temperature of the dairy products must not exceed 41 degrees Fahrenheit at any time. Delivery temperatures will be between 34 and 41 degrees F. Milk may be rejected if temperatures exceed this range.
- Any deliveries before 5:00 am will include placing cold products in refrigerated or freezer units at each site.
- Food amounts are reduced during holiday periods, Spring Break, and summer.
- Damaged or Inferior quality products will be credited and replaced.
- Standard billing procedures shall be followed. After Nutrition Specialist approval of delivery receipts, all invoices are paid within 30 days of receipt.