

CHEMICAL BID SPECIFICATIONS

This Invitation for Bid is for the provision of a comprehensive safety/sanitation system for the Furlow Charter School Nutrition Program. The proposed system is to include delivery of all cleaning products needed to maintain consistently superior sanitation in all of the child nutrition areas once a month during the school year. Detailed training on safe working practices and the safe and effective use of cleaning chemicals and supplies, which fully complies with OSHA regulations, must be provided to all Furlow Charter School Nutrition employees as a condition of the contract. Monitoring of the school kitchen for the Furlow Charter School Nutrition Director, along with documentation of all training, is also required. The proposed system will offer the following items:

- a. Assessment of current standard operating procedures
- b. Preparation of suggested staff training schedule with objectives and timelines
- c. Standardization of all sanitation and safety processes and procedures in the kitchen facility
- d. Monthly verification of food safety systems and due diligence documentation

SERVICE SPECIFICATIONS

The Contractor will provide a complete safety/sanitation system to Furlow Charter School Nutrition Program. Training, on-site monitoring, just-in-time monthly delivery of chemicals/cleaning supplies, and a standardized system of reporting are integral parts of the service required. The service should include, but not be limited to, the following:

- a. A set of laminated, color-coded Safety Data Sheets (SDS) on all chemicals and detergents supplied by the successful Contractor and used in the school kitchen, posted in accordance with OSHA's Hazardous Communication Act. The Contractor will ensure all mixing and usage charts and other instructional materials are posted in Furlow Charter School Nutrition Program food service areas.
- b. Annual back to school training and monthly on-site training with subsequent site monitoring on effective use and inventory control of chemicals and cleaning supplies.
- c. Annual back to school training and monthly on-site training with subsequent site monitoring on workplace safety.
- d. A Procedure and Reference Guide in a binder, outlining the safe and effective use of cleaning chemicals and supplies, safe food handling and workplace safety.
- e. A clean, concise system of reporting of all service calls, training experiences, site observations and cleaning supplies/chemicals delivered to the Furlow Charter School Nutrition Program kitchen; reporting in an electronic format is preferred.
- f. A detailed master schedule showing routine service calls and training experiences planned for the school (at minimum, kitchen is to be serviced monthly during the school year).

- g. Timely delivery of cleaning supplies and chemicals in sufficient quantity to enable kitchen to meet the Furlow Charter School Nutrition Programs required level of sanitation (see Product Specifications).

CONTRACTOR SERVICE REQUIREMENTS

- a. Initiate ongoing site-based sanitation and safety in-service training. In-service visits every two weeks during the initial training period as needed or requested by the manager.
- b. Computerized service reports after each visit, sent to specified food service supervisor or director. Reports will include date and time spent at site and a brief description of the training and service provided.
- c. Implementation of the complete program will be completed by August 31, 2020. Contractor will provide sufficient service personnel to coordinate complete implementation of the program.
- d. Contractor representatives will ensure all necessary Safety Data Sheets for all products are posted in each school site in accordance with OSHA's Hazardous Communications Act. Contractor representatives will ensure all mixing/usage cards, charts and other instructional materials, bottles, containers, etc. will be in English and Spanish. All equipment will also be labeled with instruction in the languages mentioned before.
- e. Contractor agrees to a 48-hour response time with re-supply needs or technical needs.
- f. Web-based food safety and sanitation employee training modules.

PRODUCT SPECIFICATIONS

The Contractor must provide and deliver cleaning chemicals and supplies in sufficient quantities to meet the levels of sanitation required by the Sumter County Health Department and the Furlow Charter School Nutrition Program. Package labeling must exhibit clear dilution and use directions in English and Spanish. Detergents must dilute instantly in hot or cold, hard or soft water. Products shall make an effective cleaning solution, which leaves no film or residue, and shall not stain or discolor equipment when used at recommended proportions, at minimum, these chemicals and supplies must include:

1. ANTIBACTERIAL HAND SOAP

Product must be an antimicrobial hand cleaner with strong washing power and good skin compatibility. Must clean all light dirt without the use of scrubbers and solvents. Product must prevent excessive swelling of the skin. Must maintain the skin's natural protective acid mantle, which serves to protect it from bacterial or fungal infection. Must be a clear, viscous liquid: density (at 20 C) approximate 1.03 g/cm³. Must be packaged in ready to use containers that are

used in conjunction with a dispenser or be able to be poured into a dispenser. Products will be unscented or lightly scented.

2. ALL-PURPOSE CLEANER (FOR FLOOR CLEANING AND SPRAY APPLICATIONS)

To be used with manual and/or machine cleaning methods. To be a low sudsing, easy to rinse detergent. Product to be biodegradable and make a clear, soluble solution which leaves no film or residue and not stain or discolor when used at recommended proportions. Must dilute in hard or soft water. Chemical composition: Concentrated liquid blend of organic detergents, solvents, water conditioners and alkaline builders; pleasant scent. Must be portion-packed in easy to handle packaging.

3. PH NEUTRAL FLOOR CLEANER (FOR DINING ROOM FLOOR CLEANING ONLY)

Liquid blend of organic detergents and solvents for cleaning all hard surface flooring, pH of 7.0 to 7.2 leaves no residue to dull high gloss finishes. To be used for floor cleaning in the dining room area only.

4. SANITIZER (QUATERNARY SOLUTION – NO CHLORINE)

Concentrated liquid blend of quaternary ammonium compounds. Must be EPA registered. Product to be biodegradable and must dilute in hard or soft water. Provide active quaternary sanitizer equivalent to 50 ppm available chlorine. Chemical composition: Blend of mixed liquid quaternary ammonium chlorides.

Portions packed in easy to handle packaging.

5. MULTI-PURPOSE DEGREASER (FOR DEGREASING FLOORS AND SPRAY APPLICATIONS)

To be used for heavy-duty cleaning, degreasing of floors, food and nutrition equipment and other difficult-to-clean surfaces. Product to be biodegradable and must dilute in hard or soft water. Chemical composition: Blend of mixed liquid quaternary ammonium chlorides. Must be portion-packed in easy to handle packaging.

6. CONCENTRATED LIQUID POT AND PAN DETERGENT

Concentrated liquid blend of high-foaming detergents, solvents and water conditioning agents. Biodegradable. USDA list: Category A-1 requires a potable water rinse following use on food preparation or serving surfaces. Portion control package: each package makes one quart bottle of concentrate of 25 gallons in a three-compartment sink.

7. GERMICIDAL DETERGENT (FOR CLEANING AND DISINFECTING)

Concentrated liquid quaternary ammonium compound or equally effective compound to provide a broad spectrum of effectiveness against a variety of gram positive and gram negative organisms including antibiotic resistant staphylococcus; clean all surfaces including those that are resilient; rid odors by removing odor-forming bacteria; leave no masking or cover-up odor.

Must be biodegradable and equal to EPA registration No 8722-1, USDA list category D-1. Product shall make a clear, soluble solution, which will leave no film or residue and shall not stain or discolor when used at recommended proportions.

8. DISH MACHINE AND LIME REMOVER CHEMICALS

Automatic dispensing equipment for product items 10 & 11 must be provided and installed at each dish machine in every school kitchen that has a dish machine, and maintained as a condition of this contract.

9. DISH MACHINE DETERGENT

A 100 percent concentrated, automatically dispensed, closed-capsule product system. Highly effective on various soil conditions. Packed with extra water conditioners and soil suspension agents to control minerals in water and re-disposition of soils. Surfactants strip away film that causes spots, streaks and stains.

10. DISH MACHINE ADDITIVES

Eliminates filming and reduces drying time on all types of ware products including plastics. Surfactants work with the rinse water for exceptionally fast sheeting action. Effective in hard water conditions and yet is low foaming when used in soft water.

11. LIME REMOVAL (DESCALER)

Mild acid plus liquid detergent formulation removes lime film, iron stains and scale on many washable surfaces. Designed for use in dish machines and other applications.

12. ITEMS TO BE INCLUDED, BUT NOT LIMITED TO:

- a. Goggles
- b. Sanitizer test kits (includes but not limited to sanitizer strips, individual strip case or holder and sanitizer color coded laminated concentration chart)
- c. Dispensing equipment (with OSHA compliant labeling and instructions)

The Furlow Charter School Nutrition Program reserves the right to negotiate the quality of the items proposed by the vendor for this category. In all cases the Furlow Charter School Nutrition Program shall be the sole judge of what is considered equal.

13. LAUNDRY DETERGENT

14. GLASS CLEANER

MATERIALS/ANCILLARY ITEMS CONTRACTOR TO PROVIDE

1. Contractor will provide SDS sheets, procedures for cleaning materials, charts, posters, and any training materials pertinent to employee training and follow-up.
2. Contractor will provide notebooks, binders and any materials deemed necessary for proper documentation and training for each school site.
3. Contractor will provide package cutters, sanitizer test kits, sanitizer logs, spray bottles, dispensing equipment, and goggles as needed, including re-supply throughout the duration of this program.
4. Contractor will ensure all bottles, containers and dispensing equipment has OSHA-compliant labeling, and are re-labeled when necessary during service visits and dates.
5. Contractor to provide procedure and reference manual covering the mixing, use and application of all materials used in the program. Reference guide to be complete with bilingual usage, application tools and procedure guideline list.
6. Contractor to provide after the implementation period, a detailed schedule of all service call times and dates for each site per month.
7. Service will also be continued for the summer food service program, as part of the Furlow Charter School Nutrition Program.
8. Contractor shall be sole Contractor and shall fulfill all items and requirements of the bid.
9. Dispensing equipment for these products must be provided, installed at each hand-washing sink and each dish machine in the kitchen (where and when applicable) and maintained as a condition of this contract.

RECEIVING

All deliveries will be carefully checked by the school nutrition manager or designated employee before being received or signed for. Shortages, damages, etc., shall be noted on each invoice/delivery ticket by the School Nutrition Manager or designee and initialed and dated by both the manager or designee and the delivery person.

SUPERVISION AND INSPECTION

All work, equipment and supplies furnished in performance of this contract shall be subject to inspection at any and all times by a representative of the Furlow Charter School Nutrition Program or designee. Any deviations from or failures to comply with terms of the contract shall

be adjusted promptly upon notification. Lack of prompt correction shall be cause for termination of this agreement.

CREDITS

The Contractor, whether under separate contract or not, shall not assign any part or the whole of this bid to another party, subcontractor, or company, unless mutually agreed upon by the parties.

ITEM SUBSTITUTIONS AND CHANGES

Each item that is delivered must be the awarded brand or equal and product quoted in this bid. Unauthorized substitutions will not be accepted. It is expected that the Contractor will always have an adequate supply of product on hand to service this contract. An excessive occurrence of out-of-stock items is cause for contract cancellation.

If the Contractor needs to make a brand change during the term of this contract, the Contractor may request approval for the change by submitting a petition to the Director of Child Nutrition listing the reasons for the change.

The Furlow Charter School Nutrition Program reserves the right to make brand or product equivalent changes at any point during the contract for the following reasons, including, but not limited to: performance, quality control issues, and product complaints.

SAMPLES/PACKAGING

Prior to the bid due date and time, the Proposer is required to submit one container of each item bid. Each sample should be clearly marked with the proposal number, the item number, brand name, product code, and Proposer name. Samples found to be unacceptable will disqualify the Proposer.

INVOICES AND BILLING PROCEDURES

An annual price will be agreed upon and the contract amount will be divided equally among the months that the school nutrition program is operating during this contract period.

CREDITS

The Contractor shall agree to accept for full credit the return of any item received which is found to be defective in quality or defective in packaging so as to render the item unusable for its intended purpose.

SITE DELIVERIES

Deliveries shall be made to school on a regular schedule between hours that are mutually agreed upon by the School Nutrition Director and Contractor prior to the awarding of the Contract. Any deviation from the schedule will require notification of the School Nutrition Director, or designee.

Delivery schedules shall be submitted by the Contractor to the School Nutrition Director for approval a minimum of two (2) weeks prior to the first delivery and remain constant from month to month. Conflicts with arrival and departure of students may require Contractor changing delivery routes for safety concerns.

The Contractor shall be notified by the Furlow Charter School Nutrition Program in advance of holidays, student vacation and teacher work days so that arrangements can be made for deliveries as approved by the School Nutrition Director. The Furlow Charter School Nutrition Program will make efforts to provide advance notification to the Contractor in the event of weather related closings, and/or any school activities that would cause a delay in the delivery due to limited space.

ATTACHMENT A

ANTIMICROBIAL LIQUID HAND SOAP

PRODUCTS NAME (or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

ALL PURPOSE CLEANER

PRODUCTS NAME (or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

SANITIZER

PRODUCTS NAME(or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

MULTIPURPOSE DEGREASER

PRODUCTS NAME (or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

CONCENTRATED LIQUID POT AND PAN DETERGENT

PRODUCTS NAME (or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

GERMICIDAL DETERGENT

PRODUCTS NAME (or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

DISH MACHINE DETERGENT

PRODUCTS NAME (or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

DISH MACHINE RINSE ADDITIVES

PRODUCTS NAME (or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

LIME REMOVAL (DESCALER)

PRODUCTS NAME (or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

PH NEUTRAL FLOOR CLEANER

PRODUCTS NAME (or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

LAUNDRY DETERGENT

PRODUCTS NAME (or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

GLASS CLEANER

PRODUCTS NAME (or equivalent)	
PACKAGING	
HOW DISPENSED	
DILUTION RATIO	
PORTIONS PER CASE	

Monthly and Yearly Per School Bids:

SCHOOL	MONTHLY	YEARLY
FURLOW CHARTER	\$	\$