

School Outfitters

Invitation to Bid and Contract

**New cafeteria tables with assembly for our
Bok South Academy location**

Lake Wales Charter Schools

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted 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. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
program.intake@usda.gov

This institution is an equal opportunity provider.

SECTION 1

INSTRUCTIONS TO BIDDERS

1.1 Notice of Bid

This Invitation to Bid (ITB) is for the purpose of obtaining responses from vendors to provide quotes for new folding cafeteria tables for our Bok South Academy location for Lake Wales Charter Schools (SPONSOR/SFA).

Lake Wales Charter Schools (SPONSOR/SFA) is a Charter District (public, charter, private) school located in Lake Wales, Florida. The goal of the Food Service Program is to provide students with hot and cold meals that meets nutritional standards by keeping our service lines up to date and operating properly. Also, by having safe and working furniture in our lunchrooms.

Bid Submission

1.2

Responses should address each of the requirements set forth in this ITB. Please provide the requested information no later than 3:00 pm (time) AM/PM EST on 09/26/2025 (date) to the address below. Responses will be publicly opened at 12:00 PM EST on 10/1/2025 to be evaluated per the criteria specified in subsection 1.4, below.

Lake Wales Charter Schools (Sponsor name)

Food Service Department (Department)

Terrance Burroughs (Contact person)

130 E Central Ave. (Address)

Lake Wales, FL 33853 (City, State, Zip)

Timeline

1.3

9/29/2025, Solicitation available to public

10/17/2025, Bid questions due

10/24/2025, Bid questions answered by publishing Addendum 1, if applicable

10/29/2025, Bid submissions due by 3 PM (time) EST

11/4/2025, Bid submissions publicly opened

11/7/2025, SFA review of Bids

11/10/2025, SFA recommendation to FDACS and FDACS review

11/17/2025, Contract Awarded

12/1/2025, Vendor begins service

Evaluation Criteria

1.4

Bids received will be reviewed to ensure all materials have been submitted as specified in this ITB. Contract award decision will be made based on the most responsive and responsible Vendor that provides the bid.

Bid Attachments

1.5

1. Exhibit A – Location of school(s)

Bok Academy – 13901 US Highway 27, Lake Wales, FL 33859

Questions and Site Visits

- 1.6 Questions concerning this ITB and requests for a site visit can be submitted in writing via email to terrance.burroughs@lwcharterschools.com (email) or via phone at (863) 456-4471. All responses to questions received will be made in writing on 12/06/2024 (date) and sent to all potential vendors.

Addenda

- 1.7 Revisions which modify the ITB documents, by addition, deletions, clarifications, or corrections will be issued in writing prior to the opening of bids.

**SECTION 2
GENERAL CONDITIONS**

- 2.1 Bids shall be submitted on the forms provided with these specifications. Bids shall be in a sealed envelope properly marked with the title of the bid, date and time of opening, and delivered to the address provided in subsection 1.2 no later than the time and date specified. All certifications contained herein must be signed and submitted with the bid.

2.2 Bid Deadline

The original copy of a vendor's bid must be received at the address provided in subsection 1.2 no later than the time and date specified. The original will be date and time stamped upon receipt. Bids received after the time and date specified in subsection 1.2 will result in rejection of the bid.

2.3 Rejection of Bid

Bids that do not conform to the requirements of this ITB shall be rejected. Bids may be rejected for reasons that include, but are not limited to, the following:

- a. The bid was received after the submission deadline;
- b. The bid was not signed by an authorized representative of the vendor;
- c. The bid contained unauthorized amendments, deletions, or contingencies to the requirements of the ITB;
- d. The bid was incomplete or contained significant inconsistencies or inaccuracies.

2.4 Errors or Omissions

If SFA determines that a bid contains a minor irregularity or an error, such as a transposition, extension or footing error in figures that are presented, SFA may provide the vendor an opportunity to correct the error. Information that is required to be included in the bid and is inadvertently omitted shall not be accepted under this error correction provision. All information required to be included in a bid must be received by the date and time that bids are due. SFA reserves the right to seek clarification from a vendor of any information contained in the bid.

2.5 Deviations or Exceptions

Deviations or exceptions to the specifications provided in this ITB will not be considered.

2.6 Specifications and Conditions

By submitting a response to this ITB vendors are acknowledging that they have read the specifications and conditions provided in the ITB and that their bid is made in accordance with the provisions of such specifications. Vendors further agree to deliver services that meet or exceed specifications provided in the ITB should they be awarded a contract for services.

Requests for withdrawal of a bid may be considered if such request is received in writing within 72 hours after the bid opening time and date. Requests received in accordance with this provision may be granted upon proof of the impossibility to perform based upon an obvious error on the part of the vendor. If a request for withdrawal is not received, a vendor shall be legally responsible for fulfilling all requirements of its bid if it is accepted.

2.8 Bid Bonds *Required for SFSP*

Bids over \$250,000 shall include a bid bond in the amount of 5% of the estimated contract value. Only those bonding and surety companies contained in the current Treasury Circular 570 may be used to obtain the required bonding. The Treasury Circular is published annually, for the information of Federal bond-approving officers and persons required to give bonds to the United States. All certificates of Authority expire June 30, and are renewable July 1, annually.

Bid bonds will be returned (a) to unsuccessful proposers as soon as practicable after the opening of bids and (b) to the successful proposer upon execution of such further contractual documents and bonds as may be required by the proposal as accepted.

2.9 Performance Bonds *Required for SFSP*

The successful proposer shall provide the SFA with a performance bond in the amount of 10% of the contract price. The bond shall be executed by the FSMC, and a licensed surety company listed in the current Department of Treasury Circular 570. Only those bonding and surety companies contained in the current Treasury Circular 570 may be used to obtain the required bonding. The Treasury Circular is published annually, for the information of Federal bond-approving officers and persons required to give bonds to the United States. All certificates of Authority expire June 30, and are renewable July 1, annually.

The performance bond shall be furnished not later than ten days following award of the contract, but in all cases prior to commencement of performance.

2.10 Bid Modifications

Requests for modifications of a bid may be considered if such request is received in writing within 72 hours after the bid opening time and date. Requests received in accordance with this provision may be granted upon proof of the impossibility to perform based upon an obvious error on the part of the vendor. If a request for modification is not received, a vendor shall be legally responsible for fulfilling all requirements of its bid if it is accepted.

2.11 Competition

Per 2 CFR 200.319(b) and to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

2.12 Prohibition of Gratuities

By submission of a bid, a vendor certifies that no employee of SFA has or shall benefit financially or materially from such bid or subsequent contract. Any contract issued as a result of this ITB may be terminated at such time as it is determined that gratuities of any kind were either offered or received by any of the aforementioned persons.

2.13 Vendor Research

SFA reserves the right to research any vendor submitting a bid in response to this ITB to ensure the vendor's ability to perform the services as specified.

2.14 Conditions for Acceptance

Vendors must submit a bid meeting the requirements of the ITB to include the required attachments and certifications signed by the authorized official

2.15 Bid computation method

Estimated totals must be carried out to the second decimal place and must not be rounded.

2.16 Protest of the ITB

Any adversely affected person who desires to file a formal protest to this ITB must do so in accordance with chapter 120, Florida Statutes. Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes.

2.17 Patents

The SFA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize other to use, for SFA purposes patent rights with respect to any discovery or invention which arises or is developed in the course of or under such contract.
2 C.F.R. Appendix II to Part 200(F)

2.18 Federal Debarment Certification

The prospective bidder certifies, by submission and signature of this bid, that the bidder complies fully with the Federal Debarment Certification regarding debarment suspension, ineligibility and voluntary exclusion. As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR, part 85, as defined at the 34 CFR part 85, sections 85.105 and 85.110-(ed80-0013).

- (1) The prospective lower tier (\$25,000) participant certifies, by submission and of this bid, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participants shall attach an explanation to this bid.

2.19 Public Entity Crimes Certification

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to public entities, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

**SECTION 3
SCOPE**

- 3.1** The VENDOR shall provide quotes for the specific cafeteria tables for the location specified in Exhibit A. The VENDOR shall visit the location specified in Exhibit A and speak with the administrator and match the tables to their needs. The VENDOR must be mindful of the specific colors, and styles of tables that are being requested. We are looking to get roughly 40 rectangular folding tables, with benches (Model No. UF08BE-BN) and 40 round folding tables, with benches (Model No. UFRD5SB-BN). Both styles are Laminate Grade 1 (LAMG1). We would also need the tables assembled and placed in our cafeteria.

- 3.2 The VENDOR shall not have any personal association with the SFA, no friends or family of the SFA staff shall enter a bid.
- 3.3 The VENDOR shall provide equipment and service in compliance with the rules and regulations of the Florida Department of Agriculture and Consumer Services ("FDACS").

SECTION 4 SCHOOL FOOD AUTHORITY RESPONSIBILITIES

- 4.1 The SFA shall schedule times for the VENDORS to visit each location mentioned in Exhibit A.
- 4.2 The SFA shall provide serial numbers or model numbers to the VENDORS if needed to match up equipment and/or materials.

SECTION 5 VENDOR RESPONSIBILITIES

- 5.1 The VENDOR shall provide its services hereunder at all times in accordance with generally accepted standards of care and best practices in the industry.
- 5.2 The VENDOR shall deliver materials and equipment as requested by the SFA to sites at the specified locations at the times listed on Exhibit A or as designated by the SFA.

SECTION 6 INVOICING AND PAYMENT

- 6.1 The Vendor shall submit itemized quotes to SFA, and, once the bid is awarded, send an invoice to SFA to be paid in full.
- 6.2 The SFA shall pay the Vendor the unit price specified in the Bid Summary. The SFA shall pay:
 - 6.2.1 According to the time frame as stated on the Vendor's invoice; or
 - 6.2.2 Five (5) business days after receiving Meal Claim Reimbursement; whichever occurs sooner.
 - 6.2.3 No later than forty-one days (41) calendar days of its receipt of the invoice from the Vendor.
- 6.3 The Vendor shall use the following delinquent payment notification procedures in order to exercise its right to demand payment from the SFA:
 - 6.3.1 For invoices not paid within forty-two (42) calendar days after the SFA received the invoice, the Vendor shall send the SFA a notice letter with a copy of the original invoice attached. The Vendor shall also provide a copy of the notice letter to the FDACS.
 - 6.3.2 When an invoice previously noticed when delinquent forty-two (42) calendar days is still delinquent and not paid in full within sixty-three (63) calendar days after the SFA received the invoice, the Vendor must provide a second letter to the SFA with a copy of the original invoice attached and provide a copy to the FDACS.
 - 6.3.3 The Vendor may suspend service or terminate its contract with the SFA if the SFA has failed to make full and complete payment for any invoice sixty-three (63) or more calendar days after the invoice was received. The Vendor's failure to terminate its contract shall not waive its right to seek payment under appropriate Florida Law and procedures.

SECTION 7
PURCHASES/BUY AMERICAN

- 8.1 The VENDOR shall retain title of all purchased material and equipment.
- 8.2 The VENDOR shall purchase, to the maximum extent practicable, domestic commodities or products which are either an agricultural commodity produced in the United States.
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- 8.3 The VENDOR shall certify the percentage of U.S. content in the products supplied to the SFA.
- 8.4 The SFA reserves the right to review VENDOR purchase records to ensure compliance with the *Buy American* provision in 7 C.F.R. Part 250.
- 8.5 The VENDOR must request approval for exceptions to Buy American Provision from SFA prior to delivery. Requests should include documentation such as cost or availability data. SFA must document when an exception is approved, including all Buy American Provision requirements as stated in 7 CFR Part 210.21(d)/ and FNS Policy Memo SP 38-2017. The following must be documented for each approval:

CERTIFICATION REGARDING LOBBYING

CERTIFICATION FOR CONTRACTS, GRANTS, AND COOPERATIVE AGREEMENTS

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 congress, or an employee of a member of congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any 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, or an employee of a member of congress in connection with this Federal contract, grant, loan, 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 sub-awards at all tiers (including sub-contracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. 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.

By Nicole Hecker
(Signature of Official (Executive Director) Authorized to Sign Application)

Date: 10/16/2025

By Brian McDonald
(Signature of Official (Chief Financial Officer) Authorized to Sign Application)

Date: 10/16/2025

For _____
Name of Grantee

Title of Grant Program

N/A

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

1. Type of Federal Action: _____ a. contract _____ b. grant _____ c. cooperative agreement _____ d. loan _____ e. loan guarantee _____ f. loan insurance	2. Status of Federal Action: _____ a. bid/offer/application _____ b. initial award _____ c. post-award	3. Report Type: _____ a. initial filing _____ b. material change For material change only: Year _____ quarter _____ Date of last report _____
4. Name and Address of Reporting Entity: _____ Prime _____ Subawardee _____ Tier _____, if Known: Congressional District, if known:	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i>	b. Individuals Performing Services (including address if different from No. 10a) <i>(last name, first name, MI):</i>	
11. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations to Bid (ITB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form; print his/her name, title, and telephone number.

Certificate of Independent Price Determination

Both the Sponsor and the Vendor shall execute this Certificate of Independent Price Determination.

Sponsor Name

School Outfitters
Vendor Name

A. By submission of this offer, the vendor certifies as to its own organization, that in connection with this solicitation:

- 1) The prices in this offer have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other vendor or competitor;
- 2) Unless otherwise required by law, the prices provided in this offer have not been knowingly disclosed by the vendor and will not knowingly be disclosed by the vendor prior to the public opening either directly or indirectly to any other vendor or competitor; and
- 3) No attempt has been made or will be made by the vendor to induce any person or firm to submit or not to submit, an offer for the purpose of restricting competition.

B. The person signing this offer on behalf of the vendor certifies that:

- 1) He or she is the person in the vendor's organization responsible for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to A.1 through A.3 above; or
- 2) He or she is not the person in the vendor's organization responsible for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to A.1 through A.3 above, and as their agent does hereby so certify; and he or she has not participated, and will not participate, in any action contrary to A.1 through A.3 above.

To the best of my knowledge, this vendor, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.

 National Contracts Team Lead 10/16/2025

Signature of Authorized Vendor Representative Title Date

In accepting this offer, the sponsor certifies that no representative of the sponsor has taken any action which may have jeopardized the independence of the offer referred to above.

Signature of Authorized Sponsor Representative Title Date



Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 CFR §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal or civil fraud, privacy, and other statutes may be applicable to the information provided.

(Read instructions on page two before completing certification.)

A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;

B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME School Outfitters	PR/AWARD NUMBER OR PROJECT NAME Bok South Academy
NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S) Queenie Takougang	
SIGNATURE 	DATE 10/16/2025

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, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

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 responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or 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 discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) 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. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

Instructions for Certification

- (1) By signing and submitting this form, the prospective lower tier participant is providing the certification set out on page 1 in accordance with these instructions.
- (2) The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
- (3) The prospective lower tier participant must provide immediate written notice to the person(s) to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
 - (4) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549, at 2 CFR Parts 180 and 417. You may contact the Department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
- (5) The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it may not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Department or agency with which this transaction originated.
- (6) The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- (7) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the General Services Administration's System for Award Management Exclusions database.
- (8) Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- (9) Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the Department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

➡ Login (/sys/account/login) Register (/sys/account/register)

(/)



<https://www.facebook.com/BokAcademy/>



<https://twitter.com/BokAcademy/>



<https://www.instagram.com/bok.academy/>



https://www.youtube.com/channel/UCo89MlbRYkU6FdSovVss8_Q/

Creating Renaissance Thinkers for the Digital Age

13901 US Highway 27, Lake Wales, FL 33859

PH: 863-638-1010 | FX: 863-638-1212



Bok Academy serves grades 6-8 in the heart of Florida,
on the shores of Crooked Lake.



**SCHOOL
OUTFITTERS**

*Furnishing great
places to learn.*

October 27, 2025

Hello,

This is our submission for your Invitation to Bid and Contract for New Cafeteria Tables with assembly for Bok South Academy. Please let us know if you have any questions at all or need anything else. Thank you for the opportunity to quote this for you and please keep School Outfitters in mind for any future projects! If you have any questions or wish to place an order please call the School Outfitters Sales Department to receive your contracted price:

**School Outfitters
Sales Department
1-800-260-2776
1-800-494-1036 (fax)
sales@schooloutfitters.com
<http://www.schooloutfitters.com>**

Thank you,

**Queenie Takougang
National Contracts Team Lead
School Outfitters-*Furnishing great places to learn*
3736 Regent Avenue
Cincinnati, OH 45212-3724
1-855-619-3281 (phone)
1-855-619-3282 (fax)
queenie.takougang@schooloutfitters.com
<http://www.schooloutfitters.com>**

E. sales@schooloutfitters.com

I. www.schooloutfitters.com

P. 800.260.2776

F. 800.494.1036

PO Box 141231
Cincinnati, Ohio 45250-1231



Additional Details:

At School Outfitters, we are committed to providing a seamless and stress-free installation experience at Bok South Academy. We understand the importance of creating a well-designed cafeteria that supports both students and staff, and we are excited to bring this project to life. Below are the key details to ensure everything is delivered and set up exactly as planned.

Pricing & Ordering

- School Outfitters has provided pricing for 2 different types of Cafeteria Tables. We have provided the KI Uniframe Cafeteria Tables specified and we have provided as an alternate our Exclusive Brand Learniture Cafeteria Tables that also meet the requested specifications.
- All items in the quote must be ordered together to receive the contracted price.
- Shipping is included in the unit price of the products.
- We have provided Installation as a separate line item and detailed what is included below.
- The lead time for these items is 8-10 weeks after receipt of order.
- Discounts are being provided based on current market conditions and product/supply chain costs. Future increases in tariffs and related fees that may apply are not included in this pricing. Pricing may need reviewed and adjusted if purchase order is not awarded prior to potential increase.

Installation Details

Hassle-Free Classroom Furniture Installation

We're committed to making your furniture installation smooth and stress-free. Here's what you can expect from our service:

Ensured Damage-Free Delivery – Local installers will meet the delivery truck at Bok South Academy to begin unloading and transportation into the cafeteria. Installation services are scheduled to be completed once the cafeteria tables arrive, ensuring your spaces are ready when needed.

Efficient Communication – We will coordinate all logistics directly with the Bok South Academy to minimize disruptions.

Safe & Efficient Delivery – Our local installation team will use liftgates, hand and power tools, floor protection, dollies, and other equipment as needed to transport your furniture safely.

Room of Choice Delivery – We'll bring the cafeteria tables into the first floor cafeteria for set up.

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**SCHOOL
OUTFITTERS®**

*Furnishing great
places to learn.*

Professional Assembly & Setup – We handle unboxing and assembly, so your furniture is ready to be installed.

Full Cleanup & Debris Removal – We leave your space clean by hauling away all packaging and debris.

Thorough Quality Check – Our Installers will conduct a final inspection of the product to ensure all items are assembled and placed correctly with no issues.

Convenient Scheduling – Your local Installation Team is available Monday through Friday, 8 AM to 5 PM. After hours and weekends can be quoted and accommodated.

We are proud to support Bok South Academy in creating inspiring and functional learning spaces. Thank you for trusting School Outfitters with this important project. We look forward to working closely with your team to ensure a smooth and successful project execution.

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Cincinnati, Ohio 45250-1231

Learniture Option



www.schooloutfitters.com
PO Box 779193
Chicago IL 60677-9193

**Need
help with
your quote?**

Jason Rapp
Phone: 866-619-0260
Fax: 866-619-0261
jason.rapp@schooloutfitters.com

Your Quote:

#QUO11642941

Work Order #: WOR1018301

Valid until: 11/08/2025 ☒

[View Quote & Buy Online](#)

Bill to:

Lake Wales Charter Schools

Terrance Burroughs
130 E Central Ave
Lake Wales FL 33853-4166 USA

Phone: 1 (863) 679-6560
Fax: N/A
Email:

Ship to:

Bok Academy

Terrance Burroughs
13901 Hwy 27
Lake Wales FL 33859-2570 USA

Phone: 1 (863) 679-6560
Fax: N/A
Email:

Item	SKU#	Description	Qty	List	% Off	Price Per Item (including options)	Total Price
①	LNT-GNI1014C	<u>Mobile Bench Cafeteria Table w/ Particleboard Core & Chrome Frame (30" W x 8' L)</u> Options: - Laminate – Gray Nebula (+ \$0.00) - Table Height – 29" H (+ \$0.00) Estimated Delivery: - We'll provide you with an estimated date when you call	40	\$3,518.00	59%	\$1,444.79	\$57,791.60
②	LNT-GNI1022C	<u>Round Mobile Bench Cafeteria Table w/ Particleboard Core & Chrome Frame (60" Diameter)</u> Options: - Laminate – Gray Nebula (+ \$0.00) - Table Height – 29" H (+ \$0.00) Estimated Delivery: - We'll provide you with an estimated date when you call	40	\$5,417.00	59%	\$2,241.59	\$89,663.60
③	TCL-INSTALL	<u>Installation: TCL-INSTALL</u> Details: Third Coast Logistics LLC Unbox & Place, Debris Removal, Meet the Truck, Street Offload, Limited Access, Room of Choice, Install Area Empty, Floor#: 1	1			\$3,265.40	\$3,265.40

Shipping & Handling Breakdown

Items Shipping From:

Learniture
Third Coast Logistics LLC

Shipping Via:

Third Coast Logistics
LTL-BEST

Service(s) Included:

Product SubTotal:	\$147,455.20
Install:	\$3,265.40
Shipping & Handling:	\$0.00
Sales Tax:	10,550.44
Grand Total:	\$161,271.04

Important Shipping Information

Shipping is tail gate, requiring customer to unload from truck. Lift gate and inside delivery are available for additional charges.

Please remember to inspect your order at the time of delivery. Do not throw away any of the original packaging until inspection is completed. Any missing parts or damages must be reported to customer service at 1-866-619-1776 within 5 business days of delivery.

All quotations are for tailgate delivery, F.O.B. factory, unless otherwise noted.

Sales Representative Comments

Thank you for the opportunity to earn your business.



www.schooloutfitters.com

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Chicago IL 60677-9193

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**Need
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Jason Rapp
Phone: 866-619-0260
Fax: 866-619-0261
jason.rapp@schooloutfitters.com

Item Details



Learniture

Mobile Bench Cafeteria Table w/ Particleboard Core & Chrome Frame (30\"/>

The Learniture® Mobile Bench Cafeteria Table with medium-density fiberboard Core is the perfect solution to your cafeteria needs. The laminate surface with medium-density fiberboard core makes clean-ups fast and simple, and the durable steel frame helps withstand daily use. A protect-edge coating offers protection against food build-up, chips and dings. The caster lift-off design ensures the safety of your staff and students. EasyLift torsion bars provide a smooth operation when opening and closing the tables, and the dual release storage latch allows you to safely release and unlock the tables from either side. Thermo-polyurethane casters with tamper-proof, non-marring steel insert glides make moving simple. This table is also backed by a lifetime warranty. **Lifetime Warranty** We build our products to last in tough environments. All Learniture products are warranted for the lifetime of the purchaser for any defects in design, workmanship, assembly or material. Normal wear and tear or damage caused by abuse is not covered.

Specifications

Product Weight (lbs):	252
Assembly:	Assembled
Casters/Glides:	4 thermo-polyurethane casters w/ tamper-proof non-marring nylon steel insert glides
Edge Band Material:	T-mold
Frame Finish:	Chrome
Frame Material:	14 gauge steel
Overall Length:	8' L
Overall Width:	30\" W (56\" W including benches)
Seat Height:	17\" H (w/ 29\" H table) or 15\" H (w/ 27\" H table)
Seating Capacity:	8 adults or 8 - 12 children
Storage Dimensions:	56\" W X 34 1/2\" D X 59 3/4\" H
Table Material:	Particleboard core w/ high-pressure laminate finish
Table Shape:	Rectangle
Testing Certifications:	MAS Green certified; UL Listed
Warranty:	Lifetime
Weight Capacity:	300 lbs/table; 250 lbs/bench

Options

Laminate Color:

- Blue
- Cherry
- Fusion Maple
- Gray Nebula
- Hunter Green
- Oak
- Red
- Walnut

Table Height

Item	SKU#	Description	Qty.	List	% Off	Price Per Item (including options)	Total Price
①	INT-GN1014C	Mobile Bench Cafeteria Table w/ Particleboard Core & Chrome Frame (30\" W x 8' L) Options: ● Laminate – Gray Nebula (+ \$0.00) ● Table Height – 29\" H (+ \$0.00)	40	\$3,518.00	59%	\$1,444.79	\$57,791.60



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Jason Rapp
Phone: 866-619-0260
Fax: 866-619-0261
jason.rapp@schooloutfitters.com

Item Details



Learniture

Round Mobile Bench Cafeteria Table w/ Particleboard Core & Chrome Frame (60" Diameter)

Save time and space in your lunchroom with the Learniture® Round Mobile Bench Cafeteria Table. The circular design seats up to 12 children, and the sleek and sturdy steel frame will stay beautiful for years to come. A laminate surface with particleboard core resists stains and scratches. EasyLift torsion bars provide a smooth operation when opening and closing the tables, and the dual release storage latch allows you to safely release and unlock the tables from either side. Thermo-polyurethane casters with non-marring nylon steel glides allow your custodial staff to easily move. Features a caster lift-off design for safety and a 1 1/8-inch space between the two halves of the foldable table to prevent pinched fingers.

Specifications

Product Weight (Lbs):	338
Assembly:	Assembled
Casters/Glides:	4 thermo-polyurethane casters w/ tamper-proof non-marring nylon steel insert glides
Edge Band Material:	T-mold
Frame Finish:	Chrome
Frame Material:	14 gauge steel
Base Size:	50" W x 10 1/2" D x 8 1/2" H
Seat Height:	17" H (w/ 29" H table) or 15" H (w/ 27" H table)
Seating Capacity:	4-8 adults, 8-12 children
Stool/Bench Material:	Polystyrene plastic
Storage Dimensions:	34" W x 86" D x 54 1/2" H
Table Diameter:	60" Diameter
Table Material:	Particleboard core w/ high-pressure laminate finish
Table Shape:	Round
Testing Certifications:	MAS Green certified, UL Listed
Warranty:	Lifetime
Weight Capacity:	300 lbs

Options

Laminate Color:

- Blue
- Cherry
- Fusion Maple
- Gray Nebula
- Hunter Green
- Oak
- Red
- Walnut

Table Height

Item	SKU#	Description	Qty.	List	% Off	Price Per Item (including options)	Total Price
②	LNT-GNI1022C	Round Mobile Bench Cafeteria Table w/ Particleboard Core & Chrome Frame (60" Diameter) Options: ● Laminate – Gray Nebula (+ \$0.00) ● Table Height – 29" H (+ \$0.00)	40	\$5,417.00	59%	\$2,241.59	\$89,663.60



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Chicago IL 60677-9193

KI Option

**Need
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your quote?**

Jason Rapp
Phone: 866-619-0260
Fax: 866-619-0261
jason.rapp@schooloutfitters.com

Your Quote:

#QUO11642940

Work Order #: WOR1018302

Valid until: 11/08/2025

[View Quote & Buy Online](#)

Bill to:

Lake Wales Charter Schools

Terrance Burroughs
130 E Central Ave
Lake Wales FL 33853-4166 USA

Phone: 1 (863) 679-6560
Fax: N/A
Email:

Ship to:

Bok Academy

Terrance Burroughs
13901 Hwy 27
Lake Wales FL 33859-2570 USA

Phone: 1 (863) 679-6560
Fax: N/A
Email:

Item	SKU#	Description	Qty.	List	% Off	Price Per Item (including options)	Total Price
①	KRI-UFO8BE-BN-CH	<u>Uniframe Mobile Cafeteria Bench Table w/ Chrome Frame & Bull-Nose Edge (56 1/2" W x 96" L)</u> Options: - Laminate - Grey (LGE) (+ \$0.00) - Table Height - 29" Table Height (+ \$0.00) Estimated Delivery: - We'll provide you with an estimated date when you call	40	\$2,693.00	30%	\$1,878.29	\$75,131.60
②	KRI-UFRD5SB-BN-CH	<u>Uniframe Round Mobile Cafeteria Split-Bench Table w/ Chrome Frame & Bull-Nose Edge (82" Diameter)</u> Options: - Table Height - 29" Table Height (+ \$0.00) - Laminate - Grey (LGE) (+ \$0.00) Estimated Delivery: - We'll provide you with an estimated date when you call	40	\$3,243.00	30%	\$2,260.79	\$90,431.60
③	TCL-INSTALL	<u>Installation: TCL-INSTALL</u> Details: Third Coast Logistics LLC Unbox & Place, Debris Removal, Meet the Truck, Street Offload, Limited Access, Room of Choice, Install Area Empty, Floor#: 1	1			\$3,265.40	\$3,265.40

Shipping & Handling Breakdown

Items Shipping From:

KI
Third Coast Logistics LLC

Shipping Via:

Third Coast Logistics
LTL-BEST

Service(s) Included:

Product SubTotal:	\$165,563.20
Install:	\$3,265.40
Shipping & Handling:	\$0.00
Sales Tax:	11,818.00
Grand Total:	\$180,646.60

Important Shipping Information

Shipping is tail gate, requiring customer to unload from truck. Lift gate and inside delivery are available for additional charges.

Please remember to inspect your order at the time of delivery. Do not throw away any of the original packaging until inspection is completed. Any missing parts or damages must be reported to customer service at 1-866-619-1776 within 5 business days of delivery.

All quotations are for tailgate delivery, F.O.B. factory, unless otherwise noted.

Sales Representative Comments

Thank you for the opportunity to earn your business.



Item Details

**KI**

Uniframe Mobile Cafeteria Bench Table w/ Chrome Frame & Bull-Nose Edge (56 1/2" W x 96" L)

KI's Uniframe Mobile Cafeteria Bench Table features a combination pneumatic lift assist and torsional-energy storage system that makes it a cinch to fold. The tabletop and benches are constructed from a high-density particleboard core protected by a durable, high-pressure laminate. Bull-nose edge banding protects walls and table edge. A chrome-plated, heavy-gauge steel frame provides stability, and heavy-duty swivel casters let you easily transport your table. As you open the table, the weight transfers from the casters to eight 12-inch plastic glides, so it won't roll or damage your floors. A gravity lock prevents the table from unexpectedly folding, and a storage lock engages automatically when the table is folded. Seats up to eight adults. Some assembly required. Available in one of two heights and a selection of tabletop and bench colors.

Specifications

Product Weight (Lbs):	295
Assembly:	Assembled
Bench/Top Material:	High-density particleboard
Casters/Glides:	4 casters w/ 8 12" L plastic glides
Casters/Glides:	4" heavy-duty swivel casters
Edge Band Material:	Vinyl T-mold w/ bull-nose
Frame Finish:	Duplex nickel-chrome
Frame Material:	Steel
Lock Style:	Gravity lock (prevents table folding) & storage lock
Other Info:	Combination pneumatic lift assist & torsional-energy storage system provides controlled, effortless folding
Overall Height:	27" H or 29" H
Overall Length:	8' L
Overall Width:	56 1/2" W
Seat Height:	17" H
Seating Capacity:	8 adults (12 children)
Storage Dimensions:	56 1/2" W x 34" D x 59 3/4" or 61 3/4" H
Table Material:	High-pressure laminate
Table Shape:	Rectangle
Warranty:	15-year limited

Options

Laminate Color:

- Brighton Walnut (LBW)
- Castle Oak (LCO)
- Cloud Nebula Matte (LCN)
- Graphite Nebula (LGN)
- Grey (LGE)
- Kensington Maple (LKM)
- Titanium Evolve (LTV)
- White Nebula (LWL)
- Woolamai Brush (LWB)

Table Height

Item	SKU#	Description	Qty.	List	% Off	Price Per Item (including options)	Total Price
①	KRI-UF08BE-BN-CH	Uniframe Mobile Cafeteria Bench Table w/ Chrome Frame & Bull-Nose Edge (56 1/2" W x 96" L) Options: ● Laminate – Grey (LGE) (+ \$0.00) - Table Height – 29" Table Height (+ \$0.00)	40	\$2,693.00	30%	\$1,878.29	\$75,131.60



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Jason Rapp
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Fax: 866-619-0261
jason.rapp@schooloutfitters.com

Item Details



KI

Uniframe Round Mobile Cafeteria Split-Bench Table w/ Chrome Frame & Bull-Nose Edge (82" Diameter)

KI's Uniframe Round Mobile Cafeteria Split-Bench Table gives you a table and seating in one convenient unit. It features a combination pneumatic lift assist and torsional-energy storage system that makes it easy to fold. A high-pressure laminate and vinyl edge banding protect the high-density particleboard top and benches. The powder-coated steel frame rolls on heavy-duty swivel casters. As you open the table, its weight transfers from the casters to four, 12-inch plastic glides to help keep the table from rolling or scuffing the floor. A gravity lock keeps the table from folding unexpectedly, and a storage lock automatically engages when the table is folded up. Seats up to eight adults. Available in two heights and a selection of tabletop and stool colors.

Specifications

Product Weight (Lbs):	335
Assembly:	Assembled
Bench/Top Material:	High-density particleboard
Casters/Glides:	4 casters w/ 4 12" L plastic glides
Casters/Glides:	4" heavy-duty swivel casters
Edge Band Material:	Vinyl T-mold w/ bull-nose
Frame Finish:	Powder coat
Frame Material:	Steel
Lock Style:	Gravity lock (prevents table folding) & storage lock
Other Info:	Combination pneumatic lift assist & torsional-energy storage system provides controlled, effortless folding
Overall Height:	27" H or 29" H
Seat Height:	17" H
Seating Capacity:	8 adults (12 children)
Storage Dimensions:	82" W x 39" D x 52 1/2" H
Table Diameter:	82" Diameter
Table Material:	High-pressure laminate
Table Shape:	Round
Warranty:	15-year limited

Options

Table Height

Laminate Color:

- Brighton Walnut (LBW)
- Castile Oak (LCO)
- Cloud Nebula Matte (LCN)
- Graphite Nebula (LGN)
- Grey (LGE)
- Kensington Maple (LKM)
- Titanium Evolve (LTV)
- White Nebula (LWL)
- Woolamai Brush (LWB)

Item	SKU#	Description	Qty.	List	% Off	Price Per Item (including options)	Total Price
②	KRI-UFRD55B-BN-CH	<u>Uniframe Round Mobile Cafeteria Split-Bench Table w/ Chrome Frame & Bull-Nose Edge (82" Diameter)</u> Options: Table Height - 29" Table Height (+ \$0.00) ● Laminate - Grey (LGE) (+ \$0.00)	40	\$3,243.00	30%	\$2,260.79	\$90,431.60