



ALBUQUERQUE PUBLIC SCHOOLS – PROCUREMENT DIVISION
PO BOX 25704
ALBUQUERQUE, NM 87125
PHONE (505) 881-8415
FAX (505) 830-1161

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Churchfield Trading Co.
P.O. Box 114
Santa Ynez, CA 93460

SHIP TO

APS Food & Nutrition Services
800 Louisiana Blvd NE
Albuquerque, NM 87108

ATTENTION
OF

Juan Saiz (505) 345-5661
Melissa Sanchez (505) 345-5661

DATE	VENDOR NO.
6/22/2017	37286

MGS

The Procurement Code, Sections 13-1-28 through 13-1-199 NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico Criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.

PLEASE SHOW CONTRACT NUMBER ON ALL INVOICES, SHIPPING PAPERS, PACKAGES, CORRESPONDENCE, ETC. INVOICE IN DUPLICATE.

ITEMS, TERMS & CONDITIONS

PRICE AGREEMENT

Grocery Products

Contract Term: July 1, 2017 - June 30, 2018

Per terms and conditions of Bid No. 17-081MS

Board Approval: June 21, 2017

Pricing Attached

What is your lead time? 14 days

What is your minimum order? (quantity, dollars, etc.) even pallets - varies by items

APS reserves the right to add products within each category as they are introduced into the market with prior approval from APS Procurement Division and APS Food & Nutrition Services

Price Agreement (PA) issued as a result of this bid has no dollar value associated with it and there are no guarantees that APS will require services and/or goods under this PA. The PA is an agreement on terms and conditions and pricing for possible future purchases based on the needs of APS during the contract period.

CONTACT: Mikki Robinson

TELEPHONE: (805) 693-5007 / FAX: N/A

EMAIL: mikki@churchfieldtrading.com

PROCUREMENT DIVISION AUTHORIZED SIGNATURE

Melissa Sanchez
Date

VENDOR AUTHORIZED SIGNATURE

Mikki Robinson
Date 7/3/17

Albuquerque Public Schools (APS)

GENERAL TERMS AND CONDITIONS

1. INSPECTION. The materials, supplies or services furnished shall be exactly as specified in this order, free from defects in Seller's design, workmanship and materials, and, except as otherwise provided in this order, shall be subject to inspection and test by APS at all times and places. If, prior to final acceptance, any materials, supplies or services are found to be defective or not as specified, APS may reject them, require Seller to correct them without charge, or require delivery of such materials, supplies, or services at a reduction in price which is equitable under the circumstances. If Seller is unable or refuses to correct such defects within a time deemed reasonable by APS, APS may terminate the order in whole or in part. Seller shall bear all risks as to rejected materials, supplies and services and, in addition to any other costs for which Seller may become liable to APS under other provisions of this order, shall reimburse APS for all transportation costs, other related costs incurred, or payments to Seller in accordance with the terms of this order for unaccepted materials, supplies and services. Notwithstanding final acceptance and payment, Seller shall be liable for latent defects, fraud or such gross mistakes as amount to fraud. Any test programs and procedures required by the specifications are in addition to, and do not limit, APS's rights provided in this Paragraph.

2. WARRANTIES. Seller warrants the materials, supplies or services furnished to be exactly as specified in this order, free from defects in Seller's design, labor, materials and manufacture, and to be in compliance with any drawings or specifications incorporated herein and with any samples furnished by Seller. All applicable UGC warranties, express or implied are incorporated herein.

3. ASSIGNMENT. Neither the order nor any interest therein, nor claim thereunder shall be assigned or transferred by the Seller except as authorized in writing by APS. No assignment or transfer shall relieve the Seller from its obligations and liabilities.

4. CHANGES. APS may make changes within the general scope of this order by giving notice to Seller and subsequently confirming such changes in writing. If such changes affect the cost of, or the time required for performance of this order, an appropriate equitable adjustment shall be made. No change by Seller shall be recognized without written approval of APS. Any claim of Seller for an adjustment under this Paragraph must be made in writing within thirty (30) days from the date of receipt by Seller of notification of such change unless APS waives this condition. Nothing in this Paragraph shall excuse Seller from proceeding with performance of the order as changed hereunder.

~~**5. LABOR DISPUTES.** Seller shall give prompt notice to APS of any actual or potential labor dispute which delays or may delay timely performance of this order.~~

6. TERMINATION AND DELAYS. APS may by written notice stating the extent and effective date, terminate this order for convenience in whole or in part, at any time. APS shall pay Seller as full compensation for performance until such termination: (1) the unit or pro rata order price for the delivered and accepted portion; and (2) a reasonable amount, not otherwise recoverable from other sources by Seller as approved by APS with respect to the undelivered or unaccepted portion of this order; provided compensation hereunder shall in no event exceed the total order price. Such amount will be limited to the Sellers actual cost and shall not include anticipated profits. APS may by written notice terminate this order for Sellers default, in whole or in part, at any time, if Seller refuses or fails to comply with the provisions of this order, or so fails to make progress as to endanger performance and does not cure such failure within a reasonable period of time, or fails to make deliveries of the items or services or to perform the services within the time specified or any written extension thereof. In such event, APS may purchase or otherwise secure items or services and, except as otherwise provided herein, Seller shall be liable to APS for any excess costs occasioned APS thereby, including incidental and consequential damages.

If, after notice of termination for default, APS determines that the Seller was not in default or that the failure to perform this order is due to causes beyond the control and without the fault or negligence of Seller (including, but not restricted to, acts of God or of the public enemy, acts of APS, acts of Government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather, and delays of a subcontractor or supplier due to such causes and without the fault or negligence of the subcontractor or supplier), termination shall be deemed for the convenience of APS, unless it shall be determined that the items or services covered by this order were obtainable from other sources in sufficient time to meet the required delivery schedule.

If APS determines that Seller has been delayed in the work due to causes beyond the control and without the fault and negligence of the Seller, APS may extend the time for completion of the work called for by this order, when promptly applied for in writing by the Seller; and if such delay is due to failure of APS, not caused or contributed by Seller, to perform services or deliver property in accordance with the terms of the order, the time and price of the order shall be subject to change under the Changes Paragraph. Sole remedy of Seller in event of delay by failure of APS to perform shall, however, be limited to any money actually and necessarily expended in the work during the period of delay, solely by reason of delay. No allowance will be made for anticipated profits.

The rights and remedies of APS provided in this Paragraph shall not be exclusive and are in addition to any other rights and remedies provided by law or under this order. As used in this Paragraph, the word "Seller" includes Seller and its sub-suppliers at any tier.

7. AFFIRMATIVE ACTION. Seller shall not maintain or provide racially segregated facilities for employees at any establishment under his control. Seller agrees to adhere to the principle set forth in Executive Order 11246 and 11375, and to undertake specifically to maintain employment policies and practices that affirmatively promote equality of opportunity for minority group persons and women; to take affirmative steps to hire and promote women and minority group persons at all job levels and in all aspects of employment; to communicate this policy effectively to all persons concerned within Seller's company, with outside recruiting services and the minority community at large; to provide APS on request a breakdown of its labor force by ethnic group, sex, and job category; and to discuss with APS its policies and practices relating to its affirmative action program.

8. INDEMNIFICATION AND INSURANCE. Seller assumes the entire responsibility and liability for losses, expenses, damages, demands and claims in connection with or arising out of any actual or alleged personal injury (including death) and/or damage or destruction to property sustained or alleged to have been sustained in connection with or arising out of the performances of the work by Seller, its agents, employees, subcontractors or consultants, except to the extent of liability arising out of the negligent performance of the work by or willful misconduct of APS. Seller shall indemnify and hold harmless APS, its officers, agents, and employees from any and all liability for such losses, expenses, damages, demands, and claims and shall defend any suit or action brought against any or all of them based on any actual or alleged personal injury or damage and shall pay any damage costs and expenses including attorneys' fees, in connection with or resulting from such suit or action.

Seller agrees that it and its subcontractors will maintain public liability and property damage insurance in reasonable amounts covering the above obligation and will maintain workers' compensation coverage covering all employees performing this order on premises occupied by or under the control of APS.

9. PATENT AND COPYRIGHT INDEMNITY. Seller shall pay all royalty and license fees relating to deliverables and other items covered hereby. In the event any third party shall claim that the reproduction, manufacture, use or sale of goods or items covered hereby infringes any copyright, trademark, patent, or other intellectual property rights, Seller shall indemnify and hold APS harmless from any cost, expense, damage, or loss resulting therefrom.

10. DISCOUNTS. APS will take advantage of prompt payment discounts whenever possible; however these will not be used as a means to determine the low responsive and responsible bidder. Any discount period will not begin until the materials, supplies or services have been received and accepted and a correct invoice submitted for payment, if testing is required, discount period will not begin until such tests are satisfactorily completed.

11. CONTINGENCY FEES. Seller warrants that no person or selling agency has been employed or retained to solicit or secure this order upon an agreement or understanding for a commission, percentage, brokerage or contingent fee excepting bona-fide employees or bona-fide established commercial or selling agencies maintained or utilized by Seller for the purpose of securing business. For violation or breach of this warranty, APS shall have the right to annul this order without liability or, at its discretion, to deduct from this order, price or consideration or otherwise recover the full amount of such commission, percentage, brokerage or contingent fee.

12. PENALTIES. The New Mexico Procurement Code (NMSA 1978) imposes civil and criminal penalties for its violation. In addition, New Mexico criminal statutes impose penalties for bribes, gratuities and kickbacks.

13. TITLE AND DELIVERY. Title to the materials and supplies passed hereunder shall pass to APS at the F.O.B. point specified subject to the right of APS to reject upon inspection. For any exception to the delivery date specified, Seller shall give prior notification and obtain approval thereto from APS's Purchasing Department. Order is subject to termination for failure to make timely delivery.

14. TAX STATUS. APS holds a Class 9 Nontaxable Transaction Certificate and is exempt from payment of tax on the purchase of tangible personal property. This certificate will be issued upon request. It is not valid for the purchase of services including construction, or materials that become part of a construction project or for the lease of property. Seller is responsible for payment of all applicable taxes, which will be added to invoice as a separate item at the current rate.

15. APPLICABLE LAWS. If this order is a subcontract under a U.S. Government Prime Contract, applicable clauses of the Federal Acquisition Regulations are incorporated herein by reference. Any provision required to be included in a contract of this type by any applicable and valid Executive Order, federal, state or local law, ordinance, rule or regulation also shall be deemed to be incorporated herein. Any contract or litigation resulting from acceptance of this purchase order will be construed according to the laws of the State of New Mexico unless otherwise stated.

TECHNICAL SPECIFICATIONS CONTINUED

When quality is questioned, the successful vendor will furnish to APS on request, USDA Certificates of Grade. Any expense incurred in obtaining grade certification shall be the sole responsibility of the vendor and solely borne by the vendor. If any product is found to be below the grade specified, it shall be immediately replaced by the vendor.

GROCERY: Vendors shall state on the bid the packer and location of each item.

All items offered shall be of the latest season's pack.

All cans shall be labeled as to contents and shall conform in every respect to the provisions of the Federal Food, Drug and Cosmetic Act.

13. **Approved List:** APS approved products have been incorporated into the pricing sheets. Brand names ~~as may be noted are for the bidder's reference as to level of quality or approved products which meet~~ the New Mexico Nutrition Rules. Brand names if for the purpose of describing the standard of quality, performance and characteristics desired and is not intended to limit or restrict competition. If you choose to offer another brand, please submit samples. Samples must be tested and approved prior to bid opening. Please supply the samples at no cost to APS, throughout the school year or 3-4 months in advance of bid. Submit samples to the attention of Juan Saiz, (505) 345-5661, ext. 38207, at Food & Nutrition Services, 800 Louisiana Blvd. NE, Albuquerque, NM 87108, for testing. If product sample(s) is approved, product will then be added to next years approved list.

Equivalent Products: Equivalent products offered will be evaluated and approved based on a comparison of the proposed equivalent product's nutritional information and/or child nutrition label information, ingredients list, appearance and taste to that of the specified product. The determination of equivalency shall be based solely on the opinion of the District."

Products that do not meet the equivalency of the approved brand specified on specification sheet will be awarded to the next low approved bidder.

14. **Quantities:** The estimated quantities as shown are a projected/proportional annual usage based on historical data. This is not a commitment to purchase. The information is included to provide a potential bidder with some idea of possible contract activity.

What is your minimum order (quantity, dollars, etc.)? even pallets - varies by item

15. **Pallet Requirements:** Any shipments received as a result of purchase orders generated as a result of awards on this solicitation shall be palletized if the quantity of cartons in the shipment is more than twenty (20) and/or if the total shipment weight exceeds 200 pounds.

Palletized product must be tied and shrink-wrapped to avoid shifting in transit and during unloading. Palletized product must not exceed five (5) feet in height.

All palletized cartons must have externally facing labels identifying carton, contents and quantity. It is acceptable to mix product on a single pallet as long as smaller quantities of like items and smaller items are placed toward the top and the entire pallet is stacked as may be physically and commercially sensible.

TECHNICAL SPECIFICATIONS CONTINUED

Purchase Order will not specify palletizing requirements. Bidder's signature signifies understanding of these requirements. APS reserves the right to reject shipments which are not tied, shrink wrapped and palletized.

Signature of Pallet Requirements: _____



16. **Delivery:** Prompt delivery is of the essence and may be a factor in determining the successful bidder; therefore, delivery time after receipt of order must be stated in definite terms. **BIDDER OWNS GOODS IN TRANSIT.**

Delivery times quoted must be accurate. Failure to meet the quoted times may result in cancellation of contract and an alternative bidder will be assigned at the discretion of APS.

What is your average lead time after receipt of order? 14 days

If delivery of poor product arises, contractor will be notified and be given the opportunity to correct those issues. APS Food & Nutrition Service and/or Purchasing will make no more than one phone request. If the issues have not been resolved after the initial phone request, a meeting and/or cure letter will be in place to correct the issues within said time frame. After phone notification, meeting and/or cure letter expressing the problems and the problems have not been resolved; APS reserves the right to cancel the contract and award to the next low bidder or re-bid. In the event this should occur, APS Purchasing and Food & Nutrition Services in conjunction with the contractor will determine a phase out period for ease of transition to a new contractor. At no time will APS be without service. **Bidder will own goods during transit.**

The contractor must deliver the same requests specified in the pricing sheets from this bid.

Food & Nutrition Service is no longer requesting delivery to various APS school sites. ~~Food & Nutrition Services will be warehousing all the products listed in this bid. The department will deliver the commodity products to the schools from our warehouses. Successful contractor may obtain weekly orders from Juan Saiz for food service location. The sites utilize shipping-list ordering and also perform end of the month physical inventory counts.~~

Refrigerated trucks required for delivery of all frozen foods. Please make all deliveries to the Food and Nutrition Warehouse listed below:

APS operates from one delivery warehouse, the location address and delivery times are as follows:

- **Louisiana Warehouse – 800 Louisiana NE, Albuquerque, NM 87110. This location accepts deliveries Monday thru Friday. Must call to schedule delivery time.**
 - Over the road deliveries 9am-3pm
 - Local deliveries 6am-10am

Juan Saiz, at Food Services, located at Louisiana, will coordinate the orders with the successful contractor.

TECHNICAL SPECIFICATIONS CONTINUED

If a particular item is determined to be "not standard in the industry" by at least half of the bidders, then that item will be deleted from the bid for evaluation purposes.

24. **Contact Information:** Provide the following information. Include contact name.

Payment/Invoice Information:

Company: CHURCHFIELD TRADING CO

Contact: MIKKI ROBINSON

Address: PO BOX 114

City, State ZIP Code: SANTA YNEZ CA 93460

Phone No.: 805-693-5007

Fax No.: _____

E-mail Address: MIKKI@CHURCHFIELDTRADING.COM

Product or Delivery Problems:

Company: SAME AS ABOVE

Contact: _____

Address: _____

City, State ZIP Code: _____


Phone No.: _____

Fax No.: _____

E-mail Address: _____

PRICING LIST

The undersigned certifies that he or she has not either directly or indirectly entered into any action in restraint of free competitive bidding in connection with this solicitation and agrees to furnish the materials, supplies or services as required within the time specified under the conditions imposed and at the price indicated.

Signature of Authorized Representative  Contractor's License #: _____ (If Applicable)

Type or print name of above MIKKI ROBINSON

Name of Firm CHURCHFIELD TRADING CO Address PO BOX 114

Telephone No. 805-693-5007 SANTA YNEZ CA 93460

Veterans Preference Certification No. (if applicable)
Feed # 47-1780017

Contact information for Sales Department
Name of Contact MIKKI ROBINSON
Telephone No. 805-693-5007
Email Address MIKKI@CHURCHFIELDTRADING.COM

Contact information for POs/Invoicing/Etc.
Name of Contact MIKKI ROBINSON
Telephone No. 805-693-5007
Email Address MIKKI@CHURCHFIELDTRADING.COM

***** IF ANY OF THIS CONTACT INFORMATION CHANGES, IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO IMMEDIATELY NOTIFY APS. *****

Grocery Products
Bid No. 17-081MS

Item Description	Distributor	Brand/ Product Requested	Vendor Product Code	Manufacture Product Code	Tie High	Pack /Size	Approx Qty.	Case Price	UNIT PRICE	AP's Inventory number	MIN 336 CS	Notes	Award
12 APPLES SLICED -to be asPacked U.S.Grade A	CHURCHFIELD	CELEBRITY	775883	ATLANTA	7/8	10		\$ 23.76	\$ 3.96				
13 MIXED FRUIT -to be asPacked U.S.Grade A	CHURCHFIELD	OUR HOUSE	CHNF610	HWF	B7	10		\$ 28.08	\$ 4.68	10036		USA	