

**University of California, Santa Barbara
Residential Dining Services Request for Quotation
For Fresh and Prepared Produce
(Conventional and Organic)**

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- Exhibit A- Customer References**
- Exhibit B- Vendor Capabilities**
- Exhibit C- Vendor Service Proposal and Inducements**
- Exhibit D- Pricing Information**
- Exhibit E- Contracted Prepared Produce Pricing**
 - E1- Conventional**
 - E2- Certified Organic**
- Exhibit F- Contracted Produce Pricing**
 - F1- Conventional**
 - F2- Certified Organic**
- Exhibit G- Representative Sample Quote**
 - G1- Conventional**
 - G2- Certified Organic**
- Exhibit H- Vendor Contact Information**
- Exhibit I- General Order List (For Information Only)**

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For Fresh and Prepared Produce
(Conventional and Organic)

Furnish fresh and prepared produce as specified for the period June 1, 2005 through May 31, 2006 with the option to extend for two (2) additional one (1) year periods.

I. Scope and Terms

A. Scope

UCSB Residential Dining is composed of four dining commons serving 4700 residents throughout the academic year and many additional patrons at multiple conferences in the summer months. Residential Dining also includes Special Events Catering and Concessions for the campus community. Over 2 million meals are served annually and approximately 20% of the raw food budget is spent on fresh produce making this a critical component of UCSB's quality food program.

B. Intent

The University of California wishes to establish a contractual relationship with a supplier to furnish fresh produce to the Dining Services Department. In the event it is in the University's best interests, following the bid evaluation, to make multiple awards in whole or in part in any one category, the University reserves the right to make such multiple awards.

C. Sustainability Goals

UCSB supports an environmentally responsive and high quality food system on California's Central Coast. Residential Dining Services has a commitment to define and provide a Sustainable Food Program that includes:

- Protecting and conserving environmental resources
- Preventing pollution and waste generation
- Understanding, defining and supporting the local community we inhabit
- Providing fresh, flavorful and nutritious meals using whole, unprocessed authentic ingredients

Currently the Dining program supports and encourages the following programs:

- Reducing food waste, transportation of goods and packaging
- Purchasing products in bulk
- Recycling programs
- Composting vegetable matter
- Purchasing local and organic products when feasible
- Providing energy and water efficient kitchen equipment

In order to meet our sustainable goals, we have reduced our annual usage figures on some items by 10-20% to reflect potential purchases from local farmers, farming co-ops and the Sedgwick farm (a UCSB property). The University reserves the right to purchase additional items on a seasonal basis from these entities on an available basis.

D. Definition of Terms

1. "RFQ" "Request for Quotation," "Request for Proposal," or "Solicitation" - defines the conditions, specifications, definitions, questions and requests outlined in this document.
2. "Bid" and "Quotation" - refers to the response to this RFQ from each Supplier.
3. "Agreement", "this agreement", "herein", "hereunder", "contract" - and similar expressions refer to an award as a result of this RFQ.
4. "UCSB Dining Services", "Dining Services", "Dining Commons" or "Dining Units" refers to all operating and administrative units of the UCSB Dining Services Division who are ultimately responsible for the daily coordination of all activities relating to the implementation, design, and control of this agreement.
5. "Contact" - refers to the contact persons solely responsible for all questions and activities relating to this RFQ.
6. "Bidder", "Supplier", "Contractor", "Business" or "Company" - refers to the Vendor who receives this RFQ.
7. "UCSB", "Buyer", "UC Santa Barbara" or "University" - refers to the University of California, Santa Barbara.
8. Bidder's Mark Up/Cost Plus" - The bidder's mark up is the difference between the bidders invoice cost and UCSB's delivered price. The mark up is sometimes referred to herein as cost plus. Bidder's mark-up is firm for period of contract. **Note: All freight charges and other charges incurred by bidder must be included in the bidder's mark-up.**
9. "Weekly Bid List" - Provide weekly pricing for conventional and organic. Weekly bid price sheets must be provided to UCSB Dining units on Friday afternoon prior to the weekly bid period. Prices will remain firm for the week. Price listed will be UCSB's delivered price as determined by "Friday Based Pricing". Products may be added or deleted from this list at the discretion of UCSB and will vary with the seasons.
10. "UCSB's Delivered Price" - UCSB's delivered price is the Annual Contracted price as quoted on Exhibit E and F, or the bidder's invoice cost plus mark-up as listed on the "Weekly Bid List" (price on the invoice charged to UCSB).
11. "Contracted Pricing" – Guaranteed pricing that will remain firm for one year.
12. "Discrepancies" – Pricing or service conditions not per contract or as quoted on this RFQ.

13. “Unsatisfactory performance”- Supplier’s poor performance may include: product not to specification, delivery time not per contract, non-prompt response to issues of quality and/or service, consistent shortages and lack of timely second daily delivery to provide missing product. This is not an all inclusive list. An accumulation of poor service or performance considered not acceptable to the University.

14. “Weekly Bid Period” - The weekly bid period is Monday through Sunday, unless otherwise arranged.

15. “Friday Based Pricing” - The cost basis for UCSB’s delivered price on the weekly bid will be the bidder’s invoice cost of product received on or near Friday of the week prior to the weekly bid period. UCSB’s delivered price will be based on bidder’s invoice cost plus bidder’s mark up.

Example of “Friday Based Pricing”:

Bidder’s Invoice Cost Plus

Tomatoes:	\$9.00 Bidder’s Invoice Cost
	<u>\$1.50 Bidder’s Mark-up (includes all freight and overhead costs)</u>
Total:	\$10.50 UCSB’s Delivered Price

16. Certified Organic- To be labeled organic, all fresh or processed foods sold in the US, including imports, must be produced according to the national organic standards and certified by an inspection agency accredited by the USDA. Proof of certification must be evident.

17. Conventional- Commercial; unrestricted growing regions.

18. “Right of Audit” – UCSB reserves the right to audit invoices and purchases of supplier in any given period as designated by the University. UCSB’s delivered price will be verified by the supplier providing their vendor invoices to UCSB personnel. Verification of agricultural certificates and organic certification may be required on an annual or as-requested basis.