

PROVIDE REGIONAL KITCHEN OPERATIONAL READINESS VALIDATION
AND COMPLETION SUPPORT FOR THE HAWAII STATE DEPARTMENT
OF EDUCATION'S FIRST REGIONAL KITCHEN
IFB D27-055

OFFER PAGE OF-1

Exact Legal Name of Offeror, including "dba" or "division" of a corporation (furnish the exact legal name of the entity under which an awarded contract, if any, will be executed):			
Address: Principal Place of Business (may not be a P.O. Box):			
Mailing Address (only if different):			
Payment Address (only if different)			
Offeror's Primary Contact Person: Name			
Title			
Telephone Number		Fax Number	
Email Address			
Federal Tax Identification Number:			
State of Hawaii General Excise Tax License Number:			
Type of Business Entity (check one):	☐ Sole Proprietor ☐ Partnership ☐ Corporation ☐ Joint Venture ☐ Limited Liability Company ☐ Other _____		
Names of all Offeror's parent, affiliate and subsidiary organizations:			
Offeror is either:	☐ A Hawaii business incorporated or organized under the laws of the State of Hawaii; OR ☐ A Compliant Non-Hawaii business incorporated or organized under the laws of the State of _____ on (date) _____, and, if applicable, registered with the State of Hawaii Department of Commerce and Consumer Affairs Business Registration Division to do business in the State of Hawaii.		

The undersigned has carefully read and understands the terms and conditions specified herein and hereby submits the following offer to provide the goods and/or perform the work specified herein, all in accordance with the true intent and meaning thereof, and further that the Offeror shall comply with all terms, conditions and requirements of the solicitation. The undersigned further understands and agrees that by submitting this offer, 1) the undersigned is declaring the undersigned's offer is not in violation of Chapter 84, Hawaii Revised Statutes, concerning prohibited State contracts, and 2) the undersigned is certifying that the price(s) submitted was (were) independently arrived at without collusion.

Authorized (Original in ink) Signature

Name (printed)

Title

Date

Offeror: _____

EXHIBIT A

OFFEROR INFORMATION

Offeror shall provide the Exhibit A, including attachments if applicable, within three (3) working days from STATE's request.

A. Large-Scale Food-Service Operations

At the time of bidding, the Offeror shall have a minimum of three (3) years of documented experience providing consulting, operational planning, management, implementation, or technical services for centralized or high-volume food-production operations producing approximately 1,000 meals per day or greater.

1. Relevant experience may include:
 - a. Central kitchens;
 - b. Commissaries;
 - c. School district production kitchens;
 - d. Healthcare or institutional food service;
 - e. Government or military feeding operations; or
 - f. Comparable high-volume commercial food-production operations.

Number of Years and Months of Experience: _____

B. Kindergarten through Twelfth Grade (K-12) and USDA Child Nutrition Program Expertise

1. At the time of bidding, the Offeror shall have a minimum of three (3) years of demonstrated experience or in-depth professional expertise involving USDA Child Nutrition Programs, including the National School Lunch Program (NSLP) and/or School Breakfast Program (SBP).

Number of Years and Months of Experience: _____

2. The Offeror shall demonstrate knowledge of the operational relationship among menu planning, USDA meal-pattern requirements, standardized recipes, production records, procurement, receiving, storage, inventory, food safety, production, and school meal service.

The Offeror shall demonstrate this knowledge by attaching a narrative not exceeding two (2) pages describing one or more completed projects that demonstrate the Offeror's understanding of the operational relationship among menu planning, USDA meal-pattern requirements, standardized recipes, production records, procurement, receiving, storage, inventory, food safety, production, and school meal service. The narrative shall identify the client, project dates, approximate daily meal volume, the Offeror's role, and the relevant work products or results. Resumes and project sheets may be included as supporting documentation.

Required Narrative and Supporting Documentation Attached ☐ Yes

Offeror: _____

C. Large-Scale Production Kitchen Workflow

At the time of bidding, the Offeror shall have a minimum of three (3) years of experience designing, implementing, evaluating, or improving high-volume commercial or institutional kitchen workflows using commercial food-service equipment. Relevant experience should include production volume, equipment capacity, labor workflow, cooling, holding, packaging, food safety, and distribution.

Number of Years and Months of Experience: _____

D. Facility Start-Up, Commissioning and Stand-Up Experience

1. At the time of bidding, the Offeror shall have at least two (2) years of demonstrated experience supporting operational start-up, commissioning, transition, or stabilization of newly constructed or significantly renovated high-volume commercial, institutional, centralized, or school food-production facilities and shall demonstrate experience with at least one such facility producing approximately 1,000 meals per day or greater.
2. Relevant experience should include coordination among equipment start-up, operational testing, staff readiness, production, SOP development, food safety, training, trial production, and transition to normal operations.

Number of Years and Months of Experience: _____

E. Food Distribution and Cold-Chain Logistics

1. At the time of bidding, the Offeror shall have at least two (2) years of experience with food-service logistics involving temperature-controlled transportation, cold-chain management, delivery scheduling, route planning, centralized distribution, delivery routing software and/or systems, or comparable institutional food-distribution operations.
2. Relevant experience may include procuring, configuring, or optimizing temperature-controlled delivery vehicles and routing systems for efficiency and food-safety compliance. Ownership of transportation vehicles is not required.

Number of Years and Months of Experience: _____

F. Standard Operating Procedures and Food-Safety Systems

At the time of bidding, the Offeror shall have at least five (5) years of experience developing customized, complete, and ready-to-implement SOPs or operating manuals for major institutional or high-volume food-service functions, including receiving, storage, inventory, production, sanitation, food safety, transportation, distribution, and meal service.

Number of Years and Months of Experience: _____

Offeror: _____

G. Personnel:

1. The Offeror shall designate at least one (1) employee as the primary STATE Point of Contact (POC) for this Contract.
2. The POC shall:
 - a. Be available during regular Hawaii business hours, Monday through Friday, excluding State holidays;
 - b. Coordinate CONTRACTOR personnel, activities, and deliverables;
 - c. Participate in required project meetings;
 - d. Respond to STATE questions;
 - e. Resolve or elevate project issues; and
 - f. Ensure timely follow-up on assigned actions.

POC Name _____

Office Telephone Number _____

Cell Phone Number _____

Email Address _____

3. The Offeror shall identify all key personnel expected to perform significant portions of the work and describe their qualifications and proposed responsibilities.
4. Qualifications represented at the time of bidding shall be maintained throughout the Contract. Replacement of key personnel shall require personnel with qualifications equal to or greater than those originally proposed and shall be subject to STATE approval as permitted by the Contract.

Key Personnel Name: 1. _____ 	Qualifications and Proposed Responsibilities:
Key Personnel Name: 2. _____ 	Qualifications and Proposed Responsibilities:

Offeror: _____

Key Personnel Name: 3. _____ 	Qualifications and Proposed Responsibilities:
Key Personnel Name: 4. _____ 	Qualifications and Proposed Responsibilities:
Key Personnel Name: 5. _____ 	Qualifications and Proposed Responsibilities:
Key Personnel Name: 6. _____ 	Qualifications and Proposed Responsibilities:
Key Personnel Name: 7. _____ 	Qualifications and Proposed Responsibilities:
*If additional space is needed, please include an additional page with the same information.	

Offeror: _____

H. References

Offeror shall provide the names of at least two (2) companies or government agencies other than the Hawaii State Department of Education, with whom Offeror was or is providing professional operational planning, implementation, and readiness support in a comparable scope, size, complexity, or operational environment and who can attest to the quality level and reliability of all aspects of the Offeror's work, services, and personnel. The STATE reserves the right to contact the references listed to inquire about Offeror's past and/or current performance.

1. Company Name		
Address		
Contact Name and Title		
Telephone Number		
Email Address		
Dates Services Were Performed	Start Date:	End Date:
Brief Description of the Work Performed		

2. Company Name		
Address		
Contact Name		
Telephone Number		
Email Address		
Dates Services Were Performed	Start Date:	End Date:
Brief Description of the Work Performed		