

# Request for Proposal

RFP-2018-2019

BARROW COUNTY SCHOOL NUTRITION PROGRAM:

PRODUCE

CLOSING DATE: APRIL 16, 2018 CLOSING TIME: 10:00 a.m. EST

       REGULAR                        X   SEALED

PROPOSAL TO BE RETURNED TO:

Barrow County School System  
Pamela LeFrois, School Nutrition Director  
Food Services  
179 W. Athens St., Winder, GA 30680  
pamela.lefrois@barrow.k12.ga.us  
770-867-4527  
770-307-3826 Fax

ALL PROPOSALS ARE SUBJECT TO THE FOLLOWING INSTRUCTIONS WHEN CHECKED:

1.   X   The Instructions, and Standard Terms and Conditions attached.
2.   X   The attached Agency Insurance Requirements shall apply.
3.   X   The attached "Additional Terms and Conditions" shall apply ( ) page(s).
4.   X   In conformance with the attached "Specifications".
5.        See attached ( ) page(s) of ( ) line items
6.        Equipment or supplies offered to conform to the attached:        Plans        Drawing(s)        Sample(s)
7.        Bidders must show manufacturer's name and model number for each line item offered.
8.   X   Bidders to furnish specifications and complete descriptive literature with bid if offering substitute or alternate item.

Bidder is cautioned to carefully read the instructions and the terms and conditions on the attached sheets. Failure to adhere to these instructions and terms and conditions may result in rejection of bid.

---

---

ACKNOWLEDGE RECEIPT OF ADDENDUM:

#1        #2        #3        #4        #5       

(Please Initial)

## INTRODUCTION

The Barrow County School Nutrition Program invites prospective vendors to bid on the Barrow County School Nutrition Program Produce RFP #2018-2019. The Barrow County School Nutrition Program is composed of 16 schools and approximately 14,000 students.

The Barrow County School Nutrition Program is requesting proposals from qualified firms to provide fresh produce in accordance with the procedures and specifications as outlined in this proposal package. Sealed proposals for RFP 2018-2019 Fresh Produce will be received by the Barrow County SNP, 179 W. Athens St., Winder, GA 30680, Monday, April 16, 2018 at 10:00 a.m.

Proposals will be available to all interested Vendors on Friday, March 30, 2018. Proposals can be obtained by requesting a copy via email: [pamela.lefrois@barrow.k12.ga.us](mailto:pamela.lefrois@barrow.k12.ga.us)

Barrow County School Nutrition Program reserves the right to waive technicalities, to accept or reject any and all proposals and to waive any irregularity in proposals received, to award the entire proposal to one or more vendors or to make awards by group or location, whichever is in the best interest of the Barrow County School Nutrition Program.

All questions concerning this Request for Proposal should be directed to Pamela LeFrois, Director of Barrow County School System School Nutrition Director. All inquiries must be in writing and emailed [pamela.lefrois@barrow.k12.ga.us](mailto:pamela.lefrois@barrow.k12.ga.us)

## II. MINIMUM QUALIFICATIONS

- It is preferred that each respondent be registered to do business in the State of Georgia. Each respondent should provide evidence of their registration with each bid submittal. For Georgia businesses, a photocopy of your Georgia business license is acceptable.
- Respondents must meet the minimum requirements for liability insurance and worker's compensation coverage as stated in this document.
- Respondents shall submit with their proposal, sufficient evidence of a minimum of 5 years' experience in similar projects preferably with public school systems. This information should be included on the Reference Sheet.
- Respondents must be HACCP certified.
- All services provided by the awarded offeror must be performed by a direct employee or Principal of the firm. Awarded offeror may not subcontract any portion of the services for this project.
- Respondents shall submit the completed Vendor Information form.
- Respondents shall also submit the completed "Georgia Security and Immigration Compliance Act OCGA 13-10-91" document, "Contractor Affidavit and Agreement" (if applicable) and "Subcontractor Affidavit" (if applicable).

### III. CALENDAR OF EVENTS

<b>ACTION</b>	<b>DEADLINE</b>
Issuance of Request for Proposal (RFP)	March 28, 2018
Submission of Questions by	March 30, 2018 2:00 p.m. EST
Response to Questions	April 5, 2018 3:00 p.m. EST
Proposal Submission Deadline	April 16, 2018 10:00 a.m. EST
Evaluation Period	April 16, 2018- April 18, 2018
Notice to Proceed	April 25, 2018

#### IV. INSTRUCTIONS

1. Proposals shall be enclosed in sealed envelopes, addressed to the Barrow County School Nutrition Office with the name and address of the respondent, the date and hour of the proposal closing, and the proposal number on the face of the exterior envelope.
2. All proposals must be either typewritten or filled in with pen, and must be signed in ink by an officer or employee having authority to bind the company or firm. The signatory of the proposal must initial corrections or changes on any document. The Product Specification Sheet (Excel File) should be submitted in electronic format (USB or CD) along with hard copies in the sealed envelope. Respondents will not be allowed to modify their Proposals after designated closing date and time.
3. Respondents should provide all of the information required on all forms, including the Proposal Instructions Form, and shall sign the Standard Terms and Conditions.
4. The offer conveyed by this proposal shall remain open pending award for a period of ninety (90) days from the date of opening.
5. Proposal responses containing a minimum order/ship quantity or dollar value, unless otherwise called for in the Request for Proposal, may be treated as non-responsive and may not be considered for award.
6. In the event there is a discrepancy between the unit price for fixed fee for service and extended price, the unit price for fixed fee for service shall govern.
7. Any reference to quantities or dollar amounts is provided as an estimate only, and shall not serve to obligate the Barrow County School Nutrition Program to purchase any minimum amount; nor shall any such reference serve to establish any maximum amount the vendor is required to furnish.
8. Quotes containing provisions for late or interest charges will not be considered.
9. Prepayment and/or progress payment requirements contained in responses will be treated as non-responsive and will not be considered for award.
10. Pre-cut prices will be quoted by the vendor and remain the same on a quarterly basis.
11. The Barrow County School Nutrition Program reserves the right to amend this Request for Proposal prior to the due date.
12. Special Instructions:

Specifications listed in the proposal document are to establish the minimum quality required. The Barrow County School Nutrition Program is the sole determiner as to whether specifications are met. The Barrow County School Nutrition Program may request samples as needed from respondents to determine adherence to specifications. The Barrow County School Nutrition Program will also check the market value Atlanta Terminal wholesale produce report prices for bid compliance.

13. Any contract awarded pursuant to this Request for Proposal shall be awarded to the most responsive and responsible respondent that is within the financial and technical parameters for the project and whose proposal response meets the requirements and criteria set forth in this Request for Proposal.
14. Purchases of the Barrow County School Nutrition Program are not subject to sales taxes. Tax exempt certificates will be furnished upon request.

**Bidder understands and accepts all Instructions as it pertains to this Request for Proposal:**

---

*Bidder Signature*

*Date*

**V. STANDARD TERMS AND CONDITIONS**

1. Vendor shall transfer and deliver to the Barrow County School Nutrition Program all of the goods described herein for the consideration set forth herein.
2. Risk of loss shall remain with Vendor until acceptance by the Barrow County School Nutrition Program.
3. Title to the goods shall remain with Vendor until acceptance by the Barrow County School Nutrition Program.
4. Vendor warrants that the goods are merchantable and as described herein for up to 7 days.
5. The Barrow County School Nutrition Program shall have the right to inspect the goods at the time and place of delivery.
6. No right or interest in the contract shall be assigned by Vendor without the written permission of the Barrow County School Nutrition Program, and no delegation of any obligation owed or of the performance of any obligation by Vendor shall be made without the written permission of the Barrow County School Nutrition Program. Any attempted assignment or delegation shall be wholly void and totally ineffective for all purposes unless made in conformity with this paragraph.
7. The laws of the State of Georgia and of the United States of America and the policies of the Barrow County School Nutrition Program shall govern this agreement in all respects.
8. All goods and/or services on this order or contract are exempt from Federal Tax and Georgia Tax.
9. All goods and/or services supplied pursuant to this purchase order or contract shall, unless otherwise stated, conform exactly to all of the descriptions and attachments contained in the Request for Proposal upon which this order is based, and the terms, conditions, and specification of the Request for Proposal are incorporated herein by reference and made a part hereof.
10. Any goods supplied found not in accordance with the description and specifications set forth in the Item Schedule will be rejected. Goods rejected at time of delivery, must be replaced in 24 hours with goods that meet specifications. Goods should hold acceptable for service for 7 days or be picked up and replaced in time for menu service at Vendor's cost.
11. Prices stated are unit cost plus fixed fee. No further allowances shall be made for freight and delivery charges.
12. Prices for whole produce should be sent to the Barrow County School Nutrition Program Office the week before delivery. Pre-cut prices for the unit must be held constant for one quarter. The fee for service for the whole produce, and pre-cuts will remain the same for the duration of the bid.

13. The Barrow County School Nutrition Program reserves the right to cancel this contract for either non- performance or poor performance of the vendor by giving thirty days written notice in advance to the Vendor of its intent to do so.
14. Successful Vendor will be required to supply an original and one copy of each invoice, and to reference all invoices to the proper purchase order number. No invoice will be processed for payment until all contractual obligations have been met.
15. All invoices and/or financial correspondence should be directed to School Nutrition Bookkeeper, Lesa Wilson: lesa.wilson@barrow.k12.ga.us
16. Successful bidder must furnish proof of liability insurance as stated in the “Insurance Requirements” upon contract award. Vendor must maintain insurance coverage for duration of contract with the Barrow County School Nutrition Program, including all renewals.
17. Bidder should submit original and one copy of their response. Vendor should also send usage report per school monthly to bookkeeper.
18. The Barrow County School Nutrition Program reserves the right in its sole and complete discretion to reject any or all proposals and to waive technicalities and informalities. In judging whether the bidder is responsible, the Barrow County School Nutrition Program will consider, but is not limited to consideration of, the following:
  - a. Cost Submittal
  - b. Technical Submittal
19. The Barrow County School Nutrition Program reserves the right to award these services in any way economically **feasible or in the best interest for matching** purposes.
20. The Barrow County School Nutrition Program reserves the right to request clarification of information submitted and to request additional information of one or more proposers.
21. The acceptance of a proposal shall be subject to the execution of a definitive agreement between the parties. Any agreement or contract resulting from the acceptance of a proposal shall be on forms either supplied by or approved by the Barrow County School Nutrition Program and shall contain, at a minimum, applicable provisions of this Request for Proposal (“RFP”). The Barrow County School Nutrition Program reserves the right to reject any agreement that does not conform to this RFP and to any Barrow County School Nutrition Program requirements for agreements and contracts.
22. The Barrow County School Nutrition Program assumes no responsibility or obligation to the bidders and will make no payment for any costs associated with the preparation or submission of a proposal.
23. All proposals submitted become the property of the Barrow County School Nutrition Program.
24. The Barrow County School Nutrition Program standard terms for payment shall be Net 30 days from the date of delivery of goods or services, or date of receipt of correct invoice,

whichever is later. All payments will be made in accordance with the school district's policies and procedures.

25. Barrow County is currently buying from local farmers and the availability of buying local is an important consideration for Barrow County School Nutrition in acceptance of vendor to supply produce to our cafeterias. Accepted Vendor shall supply local farmer's list with products available for use in the School Nutrition Department at Barrow County.
26. Geographic Preference Evaluation: An advantage for vendors that can supply Georgia-grown products.
27. Accepted Vendor should also have marketing materials available for use by Barrow County to market these local farms and produce available.

**Bidder understands and accepts all Standard Terms and Conditions as it pertains to this Request for Proposal:**

---

*Bidder Signature*

---

*Date*



**VI. INSURANCE REQUIREMENTS**

Vendor shall furnish the Barrow County School Nutrition Program certificates of insurance as follows from company or companies acceptable to the Barrow County School Nutrition Program.

1) Required Certificates

A. Commercial General Liability Insurance Policy

Vendor shall procure and maintain a Commercial General Liability Insurance Policy, including products and completed operations liability, and contractual liability coverage covering bodily injury, property damage liability and personal injury. The policy or policies must be on any “occurrence” basis unless waived by the Barrow County School Nutrition Program. The policy shall include contractual liability coverage. The policy purchased by the Vendor must be issued by a company authorized to conduct business in the State of Georgia or by a company acceptable to the Barrow County School Nutrition Program. The policy must include separate aggregate limits per project. Excess liability coverage may be used in combination with the base policy to obtain the limits listed below.

Commercial General Liability (CGL)	
Each Occurrence Limit	\$1,000,000
Personal & Advertising Injury Limit	\$1,000,000
General Aggregate Limit	\$2,000,000
Products/Completed Ops. Aggregate Limit	\$2,000,000

B. Business Automobile Liability Insurance Policy

The Vendor shall procure and maintain a Business Automobile Policy with liability limits of not less than \$1,000,000 per person and \$1,000,000 per occurrence or a policy with a combined single limit of not less than \$1,000,000 covering any owned, non-owned or hired autos. Excess liability coverage may be used in combination with the base policy to obtain these limits.

C. Workers’ Compensation Insurance

Workers’ Compensation Insurance in accordance with applicable state laws with the following limits:

Limits	
Bodily Injury by Accident – each employee	\$100,000
Bodily Injury by Disease – each employee	\$100,000
Bodily Injury by Disease – policy limit	\$500,000

Certificates to contain policy number, policy limits and policy expiration date of all policies issued in accordance with this contract.

***IF YOUR COMPANY IS EXEMPT FROM WORKERS’ COMPENSATION INSURANCE IN ACCORDANCE WITH GEORGIA LAW, PLEASE HAVE YOUR INSURANCE COMPANY SUBMIT A LETTER VERIFYING YOUR EXEMPTION.***

- 2) Certificates shall contain the location and operations to which the insurance applies.
- 3) Certificates shall contain Vendor's insurance coverage. If coverage is included in General Liability, please indicate this on the Certificate of Insurance.
- 4) Certificates are to be issued to:

Barrow County School Nutrition Program  
Attention: Pamela LeFrois  
179 W. Athens Street  
Winder, GA 30580

- 5) The Vendor shall mail insurance document listed in this form to:

Barrow County School Nutrition Program  
Attention: Pamela LeFrois  
179 W. Athens Street  
Winder, GA 30580

## VII. SCOPE OF WORK AND REQUIREMENTS

### A. PROJECT SCOPE

The Barrow County School Nutrition Program, with this document, hereby requests a proposal from qualified Vendors to provide Fresh Produce to the following school within the district:

School	Estimated Dollars Spent on Produce Yearly (includes DOD)	Estimated Cases Yearly
Auburn Elementary	15339.95	691
Bethlehem Elementary	24472.20	1168
Bramlett Elementary	16774.12	823
County Line Elementary	26080.51	1169
Holsenbeck Elementary	23727.55	1070
Statham Elementary	<b>16337.66</b>	<b>748</b>
Yargo Elementary	16453.87	916
Kennedy Elementary	24080.94	1062
Bear Creek Middle	18301.82	971
Haymon Morris Middle	14363.69	697
Russell Middle	12455.89	653
Westside Middle	12509.36	614
Apalachee High	32667.70	1453
Winder Barrow High	28069.22	1257
Sims Career Academy	6130.63	334
Winder Elementary	1617.84	136
<b>TOTALS</b>	<b>289382.95</b>	<b>13762</b>

This bid for the Barrow County School Nutrition Program is for School Year 2019, which is July 1, 2018-June 30, 2019, extendable for up to four more years if mutually agreed upon by vendor and customer. Dollars spent on produce are estimates for forecasting, in part, because there could be an option to start using DOD FFAVORS or stop using DOD FFAVORS.

### B. GENERAL INSTRUCTIONS

#### **Point of Contact**

This RFP is issued by the Barrow County School Nutrition Program. The sole point of contact for this RFP shall be:

Pamela LeFrois, M.Ed., SNS  
Director of School Nutrition Barrow County School System  
179 W. Athens Street  
Winder, GA 30680  
Phone: 678-425-2908  
Fax: 770-307-3826  
Email: [pamela.lefrois@barrow.k12.ga.us](mailto:pamela.lefrois@barrow.k12.ga.us)

*Failure to restrict contacts/discussion regarding the RFP to the above name Coordinator will be deemed a serious breach of process and may, at the Barrow County School Nutrition Program's sole discretion, result in disqualifying the violating party's firm from further consideration in this RFP opportunity. Additionally any unauthorized contact with members of the School Board or System employees by a vendor or a vendor's representative concerning this proposal may result in the disqualification of the vendor.*

### **Interpretation and Clarification**

No oral interpretation or clarification will be made to any firm or any individual as to the meaning of the RFP document. Requests for interpretation or clarification shall be made in writing (fax or email will be acceptable) and delivered to the SNP Director on or before 2:00 pm EDT on Wednesday, April 17, 2018. The Barrow County School Nutrition Program will respond in writing to all clarification requests by posting questions and responses on the Barrow County School System website under the Bid section of the school district web-page. All responses will be posted by 3:00 pm EDT on Wednesday, April 18, 2019. No questions other than written will be accepted and no response other than written will be binding upon the Barrow County School Nutrition Program.

**The original bid** must be delivered to the Barrow County School System PDC, 179 W. Athens St., Winder, GA, 30680 by 10:00 a.m. EDT, April 16, 2018. All copies must be in a sealed envelope with the words: **“Fresh Produce RFP #2018-2019 Attention: Pamela LeFrois”** in the lower left corner. The Product Specification Sheet (Excel File) should be submitted in electronic format (USB or CD) along with hard copies in the sealed envelope.

The Sealed Bids will be opened on April 16, 2019 at 10:00 a.m. Eastern Daylight Time. Bids received after that time will not be considered.

Bids delivered after that time will be returned, unopened to the appropriate bidder. Postmarks or dating of documents will be given no consideration in case of late bids. An informality shall be defined as a requirement of the specifications that is needed for informational purposes only and failure on the part of a bidder to provide it would have no impact on the outcome of the bid. In such cases, the bidder failing to supply the information may be given a specified period of time to comply. If the bidder fails to comply in that time period, the bid will be rejected for reasons of non-compliance. No award will be made unless all required information is received by the Barrow County School Nutrition Program.

Copies of the Specifications, Terms and Conditions, Contract Agreement and Affidavit are enclosed. Barrow County School Nutrition Program has the option to extend the RFP up to 4 times after the initial bid year if mutually agreed upon with the successful bidder(s).

Prospective vendors are urged to read the Specifications and Terms and Conditions very carefully. No bid may be withdrawn after the time of the opening; however, the Barrow County School Nutrition Program reserves the right to accept or reject all bids and to waive any formalities.

The Barrow County School Nutrition Program may, at its option, require a Performance Bond of the successful bidder if it is deemed to be in the best interest of the Barrow County School Nutrition Program.

## **VIII. PROPOSAL SUBMITTAL REQUIREMENTS**

- A. Each Proposal submission shall be submitted to the Issuing Office and shall include the following documents:
- 1) Acknowledgement of any addenda on page one (1):
  - 2) The Proposal Instructions signed by an authorized agent of the company;
  - 3) The Terms and Conditions signed by an authorized agent of the company;
  - 4) Vendor Form;
  - 5) Georgia Security and Immigration Compliance Act OCGA 13-10-90;
  - 6) Contractor Affidavit and Agreement;
  - 7) Subcontractor Affidavit;
  - 8) Barrow County School Nutrition Program Contract Agreement;
  - 9) U.S. Department of Agriculture Debarred Status;
  - 10) RFP Checklist;
  - 11) Reference Sheet;
  - 12) Vendor Questionnaire;
  - 13) Pricing Schedule;
  - 14) Bidder Response Form
  - 15) Electronic copy of pricing (USB or CD).
- B. All proposals shall be received and time stamped in the Issuing Office no later than the Closing Date and Time shown on the cover page of this Request for Proposal.

## IX. EVALUATION OF PROPOSALS

- A. After the proposal opening, the Barrow County School Nutrition Program will select for further consideration Offeror(s) deemed to be fully qualified and best suited among those submitting proposals based on Offeror's responses to the information requested in this RFP.
- B. The following criteria will be used in the evaluation process: Points will be given for each criteria. If vendors are tied, bid will be awarded based best interest of county.
- 1) Financial
    - Fixed Fee Price by item of proposed services (Bidders Cumulative Value of Fixed Fee for each item times the Estimated Purchase Quantity for each item) Lowest Price – 20 points. Other points distributed based on pricing.
  - 2) Technical
    - Handling of credits. (applying credits immediately upon return at time of delivery – 10 points), (retrieving and replacing produce within 7 days of delivery in time for menu service – 10 points), (credits not issued for products within the 7 days of delivery – 0 points)
    - Ordering options: acceptance of electronic orders via website (5 Points), email orders (3 points), faxed orders (1 point), and if needed, phone orders (1 point). Points given for each of above.
    - Years in business (10 or more-10 points), (under 5 – 5 points), (less than 2 – 1 point)
    - Vendor Questionnaire submitted – (10 points)
    - Sourcing and availability of local “farm to school” produce: local means grown in Georgia and any state that touches Georgia. (Current Availability of buying local (Must submit proof) – 10 points), (Future Availability of buying local – 3 points), (No local access – 0 points)
    - Local listing of farmers submitted with dates products available – (Supplied List – 10 points), (List not supplied – 0 points)
    - Availability of usage reports per school – (monthly - 10 points), (bi – monthly – 5 points), (no availability – 0 points)
    - Geographic Preference given to Georgia Grown Products – (yes – 10 points, no – 0 points).
    - Marketing Materials for local farmers and the produce they produce for distribution by Barrow County School Nutrition Department (Marketing Materials available – 1-10 points, based on amount available), (No marketing materials available – 0 points)
  - 3) Mandatory
    - HACCP Certification (verification of HACCP – 10 Points), (No verification of HACCP – 0 points)
    - Copy of Insurance described above (verification of Insurance Coverage – 10 points), (no verification of Insurance – 0 points)
    - Guarantee of Monday, Tuesday, or Wednesday before 2:00 p.m. delivery date to each school. (yes – 10 points), (no – 0 points)
    - If truck is running late – Produce will be delivered following day. (yes – 10 points – no – 0 points)
- C. Based on the initial evaluation, the Barrow County School Nutrition Program may request the selected Offerors to make oral presentations. Thereafter, the Barrow County School

Nutrition Program will conduct negotiations with each of the selected short-listed Offerors. Individuals representing the Offeror during negotiations shall have the authority to negotiate and contractually bind the company to a contract.

- D. After negotiations are completed, the Barrow County School Nutrition Program will select the Offeror who, in the Barrow County School Nutrition Program's opinion, has made the best proposal and shall award the contract to that Offeror (referred to in this RFP as the Successful Offeror). Should the Barrow County School Nutrition Program determine in writing and in its sole discretion that only one Offeror is fully qualified, or that one Offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that Offeror.
  
- E. The Barrow County School Nutrition Program is not required to furnish a statement of the reason(s) why a proposal was not deemed to be the most advantageous.

**X. PRESENTATION/DEMONSTRATION**

If in the Barrow County School Nutrition Program's opinion, vendor presentations or demonstrations of the Offeror's proposed system's features and capabilities are warranted, the Barrow County School Nutrition Program will notify the appropriate vendors. Such presentation or demonstration will be at a Barrow County School Nutrition Program site at a date and time mutually agreed to between the Barrow County School Nutrition Program and Offeror and will be at the Offeror's expense.

## XI. PREPARATION OF PROPOSALS

In presenting their proposals, Offerors are encouraged to be thorough in addressing the *Specific Requirements*, the *Proposal Submittal Requirements*, and the *Preparation of Proposals* as outlined in this RFP.

To facilitate the School System's evaluation of Offeror's proposal, Offeror is to number all pages of its proposal and provide tabs as indicated in the Proposal Submittal Requirements. Offeror must fully address each of the following items and submit proposals using the following format:

- A. **Experience and Capability**- Provide a concise description of all work experiences as they relate to the scope of work outlined herein. Proposers should utilize the *Vendor Questionnaire* below as a guide.
- B. **Price**
  - 1) Complete and submit with the proposal the attached Pricing Sheet
  - 2) Complete and submit the Bidder Response Form
  - 3) Offeror is to provide any additional pricing information or alternative pricing structures offered.
  - 4) Offeror's prices will be subject to negotiations.
  - 5) After negotiations and award of this contract, Successful Offeror's pricing for the services provided under this contract shall be a firm fixed-price during the term of the contract.
- C. **Exceptions** - Detail any exceptions taken to the *Scope of Work* and *Terms and Conditions* sections of this RFP. For each exception, specify the RFP page number, section number, and the exception taken. Offeror may not incorporate its standard contract document into its proposal, by reference or in full text, without listing each exception it represents to the terms and conditions of this RFP, as described in the Exceptions section of this RFP.
- D. **Alternatives** - Detail any alternatives to the Barrow County School Nutrition Program requirements that you may have to offer.

**Cost of Responding** - This solicitation does not commit the Barrow County School Nutrition Program to pay any costs incurred by the Offeror or any other party in the preparation and/or submission of proposals or in making necessary studies or designs for the preparation thereof, nor is the Barrow County School Nutrition Program obligated to procure or contract for such services.



**VENDOR QUESTIONNAIRE**

1. How long have you been in business? \_\_\_\_\_
2. Give us background information on your company, including delivery and warehousing capabilities, as well as any financial rating available.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Have you done business with other school systems? \_\_\_\_\_ Yes \_\_\_\_\_ No
4. How will credits and discrepancies be handled if produce is delivered in poor quality?  
\_\_\_\_\_
5. How will credits and discrepancies be handled if produce does not hold it's quality for a full 7 days?  
\_\_\_\_\_
6. Are you HACCP certified? Yes \_\_\_\_\_ No \_\_\_\_\_
7. Will the produce deliveries be made in refrigerated trucks? Yes \_\_\_\_\_ No \_\_\_\_\_
8. Circle all available ordering options: electronic via your website, email from individual schools, consolidated email from school district central office, fax, phone, etc.
9. Describe in ½ page or less your billing and invoicing procedure. You may write on the back of this page.
10. Can Vendor supply usage reports to Barrow County School Nutrition Dept. Yes \_\_\_\_\_ No \_\_\_\_\_
11. What is your policy and procedure to provide Farm to School produce using local items? (*Local means Georgia and states that touch Georgia*) Also include marketing materials availability. Describe in ½ page or less.
12. Do you guarantee Monday, Tuesday, or Wednesday (within 6:00 a.m. - 2:00 p.m.) as delivery day to our system? Yes \_\_\_\_\_ No \_\_\_\_\_ If truck is late will you guarantee delivery the next business day? Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_  
Name of Company Representative (Please Print)

\_\_\_\_\_  
Signature of Vendor

\_\_\_\_\_  
Name of Company

**XII. ATTACHMENT A: BARROW COUNTY SCHOOL NUTRITION PROGRAM SPECIFIC REQUIREMENTS**

**Barrow County School Nutrition Program  
2018-2019 General Terms and Conditions  
For Request for Proposal  
To Supply Fresh Produce**

**GENERAL INFORMATION**

Completion of this Request for Proposal to provide Fresh Produce to the Barrow County School Nutrition Program indicates the vendor agrees to meet all of the General Terms and Conditions listed herein.

**The quotation must include the completed bid list showing the fixed fee that would be charged for each item.** The approved vendor shall make fresh produce available for purchase throughout the entire 2018-2019 school year. In the event the approved vendor cannot meet this requirement, thirty (30) days written notice must be provided to the Barrow County School Nutrition Program Director.

**QUALITY STANDARD FOR FRESH PRODUCE**

- A. All fresh produce shall be US #1 Grade or equivalent and of the type, style, and pack as specified in the Barrow County School Nutrition Program Produce Specifications.
- B. All fresh produce shall be maintained, handled and delivered at the appropriate refrigerated temperature, for each item, at all times.
- C. All fresh produce shall be handled according to the best commercial practices.
- D. **All fresh produce shall be in good condition, and free from defects such as over-ripeness, decay, bruises, etc. All fresh produce, unless otherwise stated, shall comply with the latest Standards issued by the United States Department of Agriculture, for the grade Specified for each item.**
- E. The Barrow County School Nutrition Program reserves the right to inspect vendor storage facilities and transportation methods for sanitation and temperature control procedures.
- F. No animal processing in produce house.
- G. All Pre-cut produce must have a Use By date and have 7 day shelf life from the date delivered to the schools, heat sealed bags, clean, crisp, no slime.
- H. Produce should retain freshness and availability of use for full 7 days. If produce does not last Last for full 7 days, it shall be picked up or discarded and replace in time for service of menu at Vendor's cost.

**Barrow County School Nutrition Program Produce Specifications:**

See separate Excel file, *Produce Specification Pricing Sheet* to submit pricing.

**Barrow County School Nutrition Program Produce Specifications 2018-2019:**

<b>Item Description</b>	<b>Unit</b>
<b>APPLE:</b> Golden Delicious, U.S. Fancy, well colored, no bruising, broken skins or internal breakdown or browning	125 count 40 pound case
<b>APPLE:</b> Golden Delicious, U.S. Fancy, well colored, no bruising, broken skins or internal breakdown or browning	138 count 40 pound case
<b>APPLE:</b> Red Delicious, U.S. Fancy, well colored, no bruising, broken skins or internal breakdown or browning, medium	125 count 40 pound case
<b>APPLE:</b> Red Delicious, U.S. Fancy, well colored, no bruising, broken skins or internal breakdown or browning, small	138 count 40 pound case
<b>Other types of apples will use same quality standards.</b> Bid fixed fee per 40 # case.	40 pound case
<b>BANANAS:</b> Cavendish, green tips, Stage 3 or Stage 4, uniform shape and color, Special	100-125 count
<b>CABBAGE:</b> Domestic, U.S. No. 1, , Green, round, well formed, even-colored, compact leaves	2.5 lb head
<b>CABBAGE:</b> Red, U.S. No. 1, round, well formed, even-colored, compact leaves	2.5 lb head.
<b>CANTALOUPE:</b> U.S. No. 1, well-shaped, creamy yellow thick rind covered with yellow netting, peach colored flesh	12-18 count
<b>CARROTS:</b> Medium size, well shape, firm, smooth exterior. Orange to orange-red color. Top closely trimmed	25 pound pack
<b>CARROTS:</b> Medium size, well shape, firm, smooth exterior. Orange to orange-red color. Top closely trimmed	5 pound pack
<b>CAULIFLOWER:</b> Whole head, U.S. No. 1, creamy white color,	each
<b>CELERY:</b> U. S. No. 1, Pascal, light green color, crisp texture, straight stalks with rigid ribs. Leaves should be fresh, well-colored and show no signs of wilting	36 count
<b>CELERY:</b> U. S. No. 1, Pascal, light green color, crisp texture, straight stalks with rigid ribs. Leaves should be fresh, well-colored and show no signs of wilting	other sizes as listed
<b>CILANTRO, BUNCH</b>	bunch
<b>CUCUMBERS:</b> U.S. No. 1, Green, medium size, firm, well-shaped, even dark green color and uniform size	5 pound pack

<b>GRAPES:</b> Green, medium size, seedless, yellow-green color, plump berries firmly attached to green pliable stems	18 pound case
<b>GRAPES:</b> Red, seedless, plump berries firmly attached to green pliable stems	18 pound case
<b>GRAPEFRUIT:</b> U.S. No. 1, Duncan or Marsh Pink, medium size, firm, well-shaped, thin skinned	36 count
<b>HONEYDEW:</b> US. No. 1, well-shaped, smooth, creamy yellow rind, light green flesh, hard blossom end.	6-9 count
<b>KIWIFRUIT:</b> Hayward, U.S. No. 1 or “export grade”, plump, unwrinkled, no visible signs of damage to exterior	39 count flat
<b>LEMONS:</b> Eureka or Lisbon varieties, smooth skins, dozen,	1 dozen
<b>LETTUCE:</b> Iceberg, U.S. No. 1, palletized, compact heads, light green color, crisp texture, 24 count, other pack sizes as listed Heads springy, but fairly firm with green color; outer leaves are fresh and should be free from discolored spots, russetting, insect damage and/or decay. U.S. #1.	24 count
<b>LETTUCE:</b> Romaine, U.S. No. 1, 24 count, other pack sizes as listed Outside leaves have a dark, rich green color. Inner leaves have a good bright medium to light green color and are clean and crisp. Leaves should be free from insect injury, other blemishes or decay.	24 count
<b>LIMES:</b> U.S. Combo,	12 count
<b>MUSHROOMS:</b> Agaricus Bisporus, U.S. No. 1, fresh, well-shaped appearance, firm texture and free of spots. Closed veils around stems. Medium size.	3 pound pack
<b>NECTARINES:</b> U.S. Fancy, flesh color primarily yellow with some streaking, well-colored with smooth unblemished skins.	72 count
<b>ONIONS:</b> Green, white ends with tender green tops. U.S. No. 1	6 count
<b>ONIONS:</b> Red, Jumbo	5 pound pack
<b>ONIONS:</b> Yellow, Jumbo	5 pound pack
<b>ONIONS:</b> Yellow, Jumbo	25 pound pack
<b>ORANGES:</b> Valencia, U.S. No. 1, firm, fine-textured. Color ranges from orange to greenish orange.	125-138 count
<b>PARSLEY:</b> Mild, green, consistent color, hearty aroma, high leaf to stem ratio and leaves that are firmly attached to stems.	3 each bunch
<b>PEACHES:</b> Small, U.S. Extra No. 1, skin color is creamy or yellow with varying degrees of red blush, no bruised or discolored fruit. 2 1/4 inch size	2 1/4 inch size 22 lb case
<b>PEARS:</b> U.S. No. 1, Fancy, Anjou	110-120 count 45# case
<b>PEPPERS:</b> Green, firm, fresh-looking and brightly colored. U.S. No. 1, medium to large,	5 pound pack

## Barrow County SCHOOL NUTRITION PROGRAM

179 W. Athens Street  
Winder, GA 30680  
678-425-2908

### Contract Agreement

I the undersigned, acknowledge that I have read the bid document in its entirety and agree to conform to its every requirement. I further acknowledge that failure to prepare, submit, or execute this bid in the exact manner requested will be just cause to reject any or my entire bid.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Representative's Signature (In Ink)

\_\_\_\_\_  
Company Address

\_\_\_\_\_  
Representative's Name (Print)

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
E-mail Address

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone Number and Extension

\_\_\_\_\_  
Terms (If payment terms are not indicated  
will be determined to be net 30 days)

\_\_\_\_\_  
Fax Number

**The above acknowledgement must be properly signed and firmly attached to your bid. This acknowledgement becomes a part of your bid and without it your bid is not complete and will be subject to rejection.**



United States Department of Agriculture

AD-1047

**Certification Regarding Debarment, Suspension, and Other Responsibility Matters  
 Primary Covered Transactions**

*The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552(a), as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 C.F.R. § 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 and civil fraud privacy, and other statutes may be applicable to the information provided.*

***(Read Instructions On Page Two Before Completing Certification)***

- A. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  - 1. Are not presently debarred, suspended, or proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - 2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - 3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (A.2.) of this certification; and
  - 4. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- B. Where the prospective primary 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

PR/AWARD NUMBER OR PROJECT NAME

NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S)

SIGNATURE(S)

DATE

### *Instructions for Certification*

- (1) By signing and submitting this form, the prospective primary participant is providing the certification set out on page 1 in accordance with these instructions.
- (2) The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out on this form. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
- (3) The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
- (4) The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (5) 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 C.F.R. 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.
- (6) The prospective primary participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall 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 entering into this transaction.
- (7) The prospective primary participant further agrees by submitting this form that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- (8) 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 System for Award Management (SAM) database.
- (9) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order 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.
- (10) Except for transactions authorized under paragraph (6) 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 may terminate this transaction for cause or default.





EVALUATION OF RFP#2018-2019  
FOR FRESH PRODUCE

Usage reports available Bi-monthly - 5 points							
Usage reports not available - 0 points							
<b>GEOGRAPHIC PREFERENCE</b>							
Geographic Preference available - (PROOF) - 10 points							
Geographic Preference not available - 0 points							
<b>MARKETING MATERIALS FOR LOCAL FARMS</b>							
Marketing materials available (based on submission) - 1-10 points							
No marketing material available - 0 points							
<b>HACCP CERTIFICATION-Safety Certification</b>							
Verification of HACCP certification - 10 points							
No verification of HACCP certification - 0 points							
<b>COPY OF INSURANCE</b>							
Verification of insurance coverage - 10 points							
No verification of insurance coverage - 0 points							
<b>GUARANTEE OF MONDAY OR TUESDAY DELIVERY</b>							
yes - 10 points							
No - 0 points							
<b>RE-SHIPMENT AVAILABLE</b>							
If truck is late, guarantee of next business day delivery - 10 points							
If truck is late, no guarantee of next day's delivery - 0 points							
TOTAL POINTS AWARDED:	0	0	0	0	0	0	

PRODUCE SPEC SHEET FOR FRESH PRODUCE RFP#2018-2019

BARROW COUNTY

	<b>CASE COUNTS</b>	<b>EST. USAGE</b>	<b>Price Mark- up</b>	<b>Extended per Usage</b>	
Apple Golden Delicious- US EX fancy.	125/138 CT	600		0.00	
Apple Granny Smith US EX fancy	125/138 CT	800		0.00	
Apple Red Delicious - US EX fancy	125/138 CT	400		0.00	
Beans Green Tip-	10#	400		0.00	
Bananas Petite	150 count	400		0.00	
Blueberry Pints	FLAT	400		0.00	
Blueberry Pints	PER PINT	800		0.00	
Strawberry Clamshell (8/1#)	FLAT	2000		0.00	
Strawberry Clamshell (1 ea)	PER EACH	500		0.00	
Cabbage Green Bag	PER 50# BAG	100		0.00	
Cabbage Red	PER HEAD	100		0.00	
Cabbage Green Box	PER BOX	450		0.00	
Cucumber	PER CASE	100		0.00	
Grapefruit Red 32/36ct	EACH	200		0.00	
Grapefruit Red 27/32ct	27/32 CT	1000		0.00	
Grape Red	20# CASE	200		0.00	
Grape Red	PER 5#	150		0.00	
Grape White	20# CASE	150		0.00	
Apple Paula Red 125 Ct	PER 5#	150		0.00	
Kiwi (36 ct)	CASE	600		0.00	
Parsley Cleaned & Washed (3 ea)	3 BUNCHES	150		0.00	
Cilantro 10/3each	10/3 EACH	150		0.00	
Lettuce Green Leaf Filet (2/5# )	2/5#	150		0.00	
Romaine Carton 24 heads	24 HEAD CASE	150		0.00	
Romaine Carton	8/2.5# bags	1500		0.00	
Melon Cantaloupe 15ct	15 CT CASE	150		0.00	
Melon Cantaloupe 15ct	EACH	300		0.00	
Melon Honeydew 8 Ct	8 CT CASE	15		0.00	
Melon Honeydew 8 Ct	EACH	150		0.00	
Watermelon Seedless	EACH	15		0.00	
Mushroom Sliced Thick 5#	PER FLAT	100		0.00	

PRODUCE SPEC SHEET FOR FRESH PRODUCE RFP#2018-2019

BARROW COUNTY

Mushroom Sliced Thick 5#	PER PINT	50		0.00
Nectarines	PER CASE	300		0.00
Onion Green Iceless	PER CASE	300		0.00
Onion Yellow Jumbo (5#)	5#	300		0.00
Onion Red Jumbo 25# (5# )	5#	30		0.00
Oranges 125/138 Choice	125/138 CT	16		0.00
Peaches	PER CASE	300		0.00
Pear 100-120 Ct	100/120 CT	30		0.00
Pepper Green Medium	Case	150		0.00
Pepper Red	Case	150		0.00
Plums	Case	15		0.00
Potato Sweet #1 (6-8oz)	CASE	1500		0.00
Potato 100 Ct BAKERS	100 COUNT	600		0.00
Pineapple Gold Premium 6ct	FLAT	1800		0.00
Pineapple Gold Premium 6ct	EACH	30		0.00
Pear Red 100 /120 ct	100/120 CT	30		0.00
Clementine 10#	10#	800		0.00
Radish Cello 30/6 Oz 3 bags	CASE	800		0.00
Tangerines 150ct	150 CT	900		0.00
Tomato Grape Red	PER 8 PINTS	300		0.00
Tomato Grape Red	PER PINT	200		0.00
Squash Yellow #2 20 #	PER CASE	100		0.00
Squash Yellow #2 5#	PER 5#	100		0.00
Squash Zucchini Medium 20#	PER CASE	300		0.00
Squash Zucchini Medium 5#	PER 5#	100		0.00
Pr Potato Sweet Fry	PER 5#	400		0.00
Tomato Vine Ripe	20# CASE	400		0.00
Pr Cauliflower Florets 4/3#	4/3#	200		0.00
Pr Cauliflower Florets 3 # bag	PER 3# BAG	200		0.00
Apple Grins (Schools) (100 ct)	100 CT	1500		0.00
Pr Celery Sticks 4/5#	4/5#	200		0.00
Pr Celery Sticks 4/5# (5# bag)	PER 5#	100		0.00

PRODUCE SPEC SHEET FOR FRESH PRODUCE RFP#2018-2019

BARROW COUNTY

Pr Slaw W/ Carrots/Red Cabbage 4/5#	4/5#	300		0.00	
Pr Slaw W/ Carrots/Red Cabbage 5#	PER 5#	100		0.00	
Pr Slaw Plain 4/5#	4/5#	300		0.00	
Pr Slaw Plain 5# bag	PER 5#	100		0.00	
Pr Carrot Shred	PER 5#	100		0.00	
Broccoli Florets	4/3#	200		0.00	
Broccoli Florets	PER 5#	100		0.00	
Carrot Peel Baby (Slim) 4x5lbs	4/5#	600		0.00	
Carrot Peel Baby (Slim) 4x5lbs	PER 5#	300		0.00	
Pr Carrot Stick 4/5#	4/5#	500		0.00	
Pr Carrot Stick 5# bag	PER 5#	250		0.00	
Spinach Washed Flatleaf 4/2.5#	4/2.5#	100		0.00	
Spinach Washed Flatleaf 2.5# bg	PER 2.5#	100		0.00	
Pr Collards Cleaned-Chopped	4/2.5#	100		0.00	
Pr Corn Shucked / Yellow		1600		0.00	
Carrot Mini 100/2.6oz Sgl Pk.	100/2.6 OZ	1600		0.00	
Pr Squash Bnut Diced 3/4"	PER CASE	500		0.00	
Pr Squash Bnut Diced 3/4"	PER 5#	200		0.00	
				0.00	

OBJECT#	SCHOOL NAME	ADDRESS	PHONE	MANAGER NAME	EMAIL ADDRESS
ON999000	AUBURN ELEMENTARY	1334 6th Ave. Auburn, GA 30011	Office:770-338-1346 Cell: 678-614-0090	Kay Wilkerson	<a href="mailto:kay.wilkerson@barrow.k12.ga.us">kay.wilkerson@barrow.k12.ga.us</a>
AN999001	APALACHEE HIGH	940 Haymon Morris Rd. Winder, GA 30680	Office: 770-867-2253 Cell: 770-256-6399	Mary Maples	<a href="mailto:mary.maples@barrow.k12.ga.us">mary.maples@barrow.k12.ga.us</a>
PN999000	BETHLEHAM ELEMENTARY	47 McElhannon Rd. Bethlehem, GA 30620	Office:770-338-1346 Cell: 678-614-0090	Tina Edwards	<a href="mailto:tina.edwards@barrow.k12.ga.us">tina.edwards@barrow.k12.ga.us</a>
MN999000	BRAMLETT ELEMENTARY	622 Freeman Brock Rd. Auburn, GA 30011	Office:770-307-0557 Cell: 678-227-2760	Ellen McCully	<a href="mailto:ellen.mccully@barrow.k12.ga.us">ellen.mccully@barrow.k12.ga.us</a>
QN999000	COUNTY LINE ELEMENTARY	334 Rockwell Church Rd.NW Winder, GA 30680	Office:770-867-2482 Cell: 404-844-9289	Connie Christian	<a href="mailto:connie.christian@barrow.k12.ga.us">connie.christian@barrow.k12.ga.us</a>
RN999000	HOLSENBECK ELEMENTARY	445 Holsenbeck School Rd. Winder, GA 30680	Office:770-867-2621 Cell:	Sheila Tucker	<a href="mailto:sheila.tucker@barrow.k12.ga.us">sheila.tucker@barrow.k12.ga.us</a>
LN999000	KENNEDY ELEMENTARY	200 Matthew School Rd. Winder, GA 30680	Office:770-867-2663 Cell: 678-249-7673	Rhonda Gilbert	<a href="mailto:rhonda.gilbert@barrow.k12.ga.us">rhonda.gilbert@barrow.k12.ga.us</a>
SN999000	STATHAM ELEMENTARY	1970 Broad St. Statham, GA 30666	Office:770-725-7112 Cell: 770-725-5299	Lottrell Sims	<a href="mailto:lottrell.sims@barrow.k12.ga.us">lottrell.sims@barrow.k12.ga.us</a>
KN999000	WINDER ELEMENTARY	197 McNeal Rd. Winder, GA 30680	Office: 770-867-4527 Cell: 770-586-5415	Tracy Simmons	<a href="mailto:tracy.simmons@barrow.k12.ga.us">tracy.simmons@barrow.k12.ga.us</a>
NN999000	YARGO ELEMENTARY	1000 Haymon-Morris Rd. Winder, GA 30680	Office:770-867-2864 Cell:770-616-2827	Christie England	<a href="mailto:christie.poole@barrow.k12.ga.us">christie.poole@barrow.k12.ga.us</a>
GN999001	RUSSELL MIDDLE	364 W. Candler St. Winder, GA 30680	Office:770-867-2744 Cell: 678-794-9423	Susan White	<a href="mailto:susan.white@barrow.k12.ga.us">susan.white@barrow.k12.ga.us</a>
JN999001	BEAR CREEK MIDDLE	228 Jefferson St. Statham, GA 30666	Office:770-725-5261 Cell: 678-863-8125	Betsy Sheffield	<a href="mailto:betsy.sheffield@barrow.k12.ga.us">betsy.sheffield@barrow.k12.ga.us</a>
IN999000	HAYMON MORRIS MIDDLE	1008 Haymon Morris Rd. Winder, GA 30680	Office:770-867-1045 Cell: 770-355-6538	Charlotte Park	<a href="mailto:charlotte.park@barrow.k12.ga.us">charlotte.park@barrow.k12.ga.us</a>
FN999000	WESTSIDE MIDDLE	240 Matthews School Rd. Winder, GA 30680	Office:770-867-2765 Cell: 404-312-6037	Kim Mitchell	<a href="mailto:kim.mitchell@barrow.k12.ga.us">kim.mitchell@barrow.k12.ga.us</a>
BN999000	WINDER BARROW HIGH	272 N. Fifth Ave. Winder, GA 30680	Office:770-868-1568 Cell: 770-307-8709	Vikki Mobley	<a href="mailto:vikki.mobley@barrow.k12.ga.us">vikki.mobley@barrow.k12.ga.us</a>
UN999001	SIMS ACADEMY	965 Austin Rd. Winder, GA 30680	Office:678-219-3309 Cell: 678-994-1738	Carol Bales	<a href="mailto:carol.bales@barrow.k12.ga.us">carol.bales@barrow.k12.ga.us</a>