

**LEE COUNTY, FLORIDA
INFORMAL TELEPHONE QUOTATION FOR
BOX LUNCHES FOR THE LEE GROWS PROGRAM**

Vendors:

Lee County Public Resources wishes to establish an annual contract for the purchase and delivery of box lunches for its Lee GROWS Program.

Please fill out the following quote and fax, e-mail, or drop it off to Lee County Purchasing - Attn: Bob Franceschini at either 239-344-5460 or rfranceschini@leegov.com or 1825 Hendry Street, 3rd Floor by 5:00 p.m. on Wednesday, June 13, 2007.

Should you have questions, I may be reached at 239-344-5450.

TERM OF QUOTE

This quote shall be in effect for one year (**beginning on January 1, 2008**), or until new quotes are taken and awarded. This quotation has the option of being renewed for four (4) additional one year periods, upon mutual agreement of both parties, under the same terms and conditions.

CONTACT PERSON

The awarded vendor shall appoint a person or persons to act as a primary contact for Lee County. This person or back-up shall be readily available during normal work hours by phone or in person, and shall be knowledgeable of the terms and procedures involved.

BASIS OF AWARD

The basis of award for this quote will be the quoter meeting specifications offering the lowest total cost per box lunch. It is Lee County's intent to award to a primary and a secondary vendor.

NOTE: The total cost quoted per box lunch shall include delivery to the locations as listed in these specifications.

NOTE: The total cost quoted per box lunch shall include a gratuity.

BOX LUNCH REQUIREMENTS

The box lunch shall consist of one (1) each of the following items:

- *"Deli" style sandwich (see below for additional detail);
- *Small (scoop size) of a salad such as pasta, noodle, etc.;
- *Small (scoop size) mixed fruit salad;
- *Cookie or similar type dessert – i.e., brownie;
- *Drink – soda or water – minimum 12 ounce size (see below for additional detail);
- *Napkin and disposable utensils – including fork, knife, spoon, and straw.

ADDITIONAL DETAILS

Sandwiches are to consist of a mix of ham and cheese, turkey and cheese, and roast beef and cheese. (Typically, the total number of sandwiches is equally divided among these three types.)

Sodas shall be a mix of regular and diet – cola and lemon/lime flavors – and must be a national brand such as Coca-Cola, Pepsi, Sprite, etc. “Spring” water is required – again, this must be a known brand such as Zephyrhills.

Class size ranges from 35 to 50 people. The Lee GROWS Coordinator will order lunches for all 5 of the sessions prior to each of the 10 classes. Therefore, the order size remains the same for all 5 sessions though the order will change with each class

There are 10 classes annually – 5 sessions per class = 50 deliveries annually.

OPTION A – EXTRA BEVERAGES

Typically, 10 extra beverages (mix of soda and water) are ordered with each batch of lunches. Please provide your cost per extra beverage in the space provided under Option A.

OPTION B – SPECIAL FOOD REQUIREMENTS

On occasions we will have special food requirements and will need to order approximately 2– 5 house salads in addition to the box lunches. Please provide your cost per house salad and dressing.

DELIVERY LOCATIONS

NOTE: The total cost quoted per box lunch shall include delivery to the locations as listed below.

The 2008 Lee GROWS Program schedule is attached to these specifications. During the winter months there are 2 classes running Tuesday and Thursday.

ALL FOOD MUST BE DELIVERED BY 11:30 A.M. TO THE FOLLOWING LOCATIONS:

- Class 1: Lakes Park, 7330 Gladiolus Drive, Shelter B-1
- Class 2: Public Works, 1500 Monroe Street, 1st Floor Conference Room
- Class 3: Emergency Operations Center, 2665 Ortiz Avenue
- Class 4: Rutenberg Park, 6490 South Pointe Blvd.
- Class 5: Public Works, 1500 Monroe Street, 1st Floor Conference Room

The County reserves the right to change any of the above delivery locations at any time. (A location may not be available due to construction or other issues.) Should this occur, the County will provide the awarded vendor with as much advance notice as possible.

PRICE INCREASES

If the awarded vendor experiences a major price increase from suppliers for items in this quotation, the vendor may submit a written request to increase pricing. All information necessary to review and analyze the request must be submitted to Lee County Purchasing. Lee County shall have the right to grant the price increase, or requote, at the County’s sole discretion.

REQUIRED PRICING

TOTAL COST PER BOX LUNCH: \$ _____

OPTION A – EXTRA BEVERAGES

COST PER EXTRA SODA: \$ _____ EACH

COST PER EXTRA WATER: \$ _____ EACH

OPTION B – HOUSE SALADS

COST PER SALAD WITH DRESSING: \$ _____ EACH

NOTE: ALL PRICES QUOTED SHALL INCLUDE DELIVERY TO THE LISTED LOCATIONS.

DATE SUBMITTED: _____

VENDOR NAME: _____

ANTI-COLLUSION STATEMENT

THE BELOW SIGNED QUOTER HAS NOT DIVULGED TO, DISCUSSED OR COMPARED HIS QUOTE WITH OTHER QUOTERS AND HAS NOT COLLUDED WITH ANY OTHER QUOTER OR PARTIES TO A QUOTE WHATSOEVER. NOTE; NO PREMIUMS, REBATES OR GRATUITIES TO ANY EMPLOYEE OR AGENT ARE PERMITTED EITHER WITH, PRIOR TO, OR AFTER ANY DELIVERY OF MATERIALS. ANY SUCH VIOLATION WILL RESULT IN THE CANCELLATION AND/OR RETURN OF MATERIALS (AS APPLICABLE) AND THE REMOVAL FROM THE MASTER BIDDERS LIST.

FIRM NAME: _____

BY (Printed): _____

BY (Signature): _____

TITLE: _____

FEDERAL ID # OR S.S.# _____

ADDRESS: _____

PHONE NO.: _____

FAX NO.: _____

CELLULAR PHONE/PAGER NO.: _____

LEE COUNTY OCCUPATIONAL LICENSE NUMBER: _____

E-MAIL ADDRESS FOR ORDERING: _____



LEE COUNTY
SOUTHWEST FLORIDA

Lee GROWS Program

*I am interested in participating in the Lee GROWS Program.
Please put my name on the mailing list.*

Name _____

Mailing Address _____

Zip _____

Work/Day Phone Number _____

E-Mail Address _____

I would prefer to attend the following class, (5 consecutive sessions 8 A.M.-3:00 P.M.):

- Tuesdays, Jan 8, 15, 22, 29, Feb 5, 2008**
- Thursdays, Jan 10, 17, 24, 31, Feb 7, 2008
- Tuesdays, Feb 12, 19, 26, March 4, 11, 2008**
- Thursdays, Feb 14, 21, 28, March 6, 13, 2008
- Thursdays, March 20, 27, April 3, 10, 17, 2008
- Thursdays, April 24, May 1, 8, 15, 22, 2008
- Thursdays, May 29, June 5, 12, 19, 26, 2008
- Thursdays, July 3, 10, 17, 24, 31, 2008
- Thursdays, Aug 14, 21, 28, Sept 4, 11, 2008
- Thursdays, Sept 25, Oct 2, ~~9~~, 16, 23, 30, 2008

**Submit this information at least
one month prior to first date selected.**

Please submit this information to:

Booch DeMarchi
Public Resources
P.O. Box 398
Fort Myers, FL 33902-0398
Office 239-533-2105
Fax 239-485-2149
E-Mail demarcgw@leegov.com

NOTE* LeeGROWS will not be in session on October 9, 2008 in observance of the Jewish holiday.