

**PROPOSAL FORM**  
**FOOD SERVICE DEPARTMENT:**  
**KITCHEN PAPER GOODS, SUPPLIES,**  
**and PRODUCTS**  
**RFQ #1892**  
Page 1 of 2

**Return original of RFQ to:**

**Mt. Diablo Unified School District**  
**Purchasing Department**  
**2326 Bisso Lane**  
**Concord, California 94520**

- Unit prices shall be F.O.B. Destination or for the service rendered.
- Vendor shall honor bid prices for ninety (90) days or for the stated contract period, whichever is longer.
- Proposals due on **Thursday, July 23, 2021 at 10:00 a.m.**

**Documents to be submitted with RFQ Proposal Form:**

- Proposal Form
- Non-Collusion Affidavit
- Bidder's Statement Regarding Insurance Coverage
- Worker's Compensation Insurance Certificate
- Renewal Option
- Tobacco-Free Environment Certification

Bidder hereby acknowledges receipt of Addenda Number(s) 1, 2 and \_\_\_\_\_.

Company: P & R Paper Supply Co.

Address 1898 E. Colton Ave.

City, State, Zip Redlands, Ca 92374

Company Phone No. 909.794.1108

Company Fax No. 909.794.1237

Email: Birds@prpaper.com

Name (print): Lindsey Inerchen

Signature: Lindsey Inerchen

Title of person signing RFQ: Dir. Internal Sales

Date: 7/16/21

Terms of Payment: Net 30

% Percent Discount (Net Days): -

**PRICING:** Due to market fluctuations and budget uncertainties, vendor must give fixed year-round pricing for items noted "year round (YR)" availability. Items marked with monthly availability should be bid for prices during those months.

**RENEWAL OPTION**  
**(To be submitted with proposal)**

If mutually agreeable, the Mt. Diablo Unified School District reserves the right to consider the extension of this contract for three – one year periods for a total contract of 4 years as permitted by law. In the award of this bid renewal, the District will consider the amount of the price increase stated by the bidder as a factor and will compute accordingly. A price increase, if exercised, shall be fully justified by the vendor and proved by a test of the marked and/or submission of documents.

Bidder to indicate in space provided if it would accept an option to renew for the following periods and at what percentage.

Dates:	Yes	No	Percentage
07/01/22 to 06/30/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>	May vary by item
07/01/23 to 06/30/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	''
07/01/24 to 06/30/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>	''

The undersigned hereby proposes and agrees to furnish, and deliver the goods and services in accordance with the terms, conditions, specifications and prices herein quoted.

Corporate Seal  
(If a corporation)

P & R Paper, A Division of Imperial Dade  
Proper Name of Individual, Company or Corporation

Lindsey Inerchen  
Authorized Signature

Lindsey Inerchen  
Type or Print Signer's Name

Dir. Internal Sales  
Title

1898 E. Colton Ave. Redlands, Ca 92374  
Address, City, State and Zip Code

909.794.1108                      909.794.1237  
Telephone Number                      Fax Number

Bids@prpaper.com  
Email Address

7/16/21  
Date

**NON-COLLUSION AFFIDAVIT**

**FOOD SERVICE DEPARTMENT: KITCHEN PAPER GOODS,  
SUPPLIES, and PRODUCTS**

**RFQ #1892**

**(To Be Completed, Notarized, and Submitted With RFQ)**

State of CA

Contra Costa County

Bidder's Name Lindsey Inerchen, being first duly sworn, deposes and says that he or she is Owner of Contractor Name P & R Paper the party making the foregoing bid that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the Bidder has not directly or indirectly induced or solicited any other Bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the Bidder or any other Bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other Bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and further, that the Bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid."

7/16/21  
(Date)

Redlands  
Signed at (Place)

P & R Paper  
Bidder Name  
(Person, Firm, Corp.)

Lindy Inerchen  
Authorized Representative

1898 E. Colton  
Address

Lindsey Inerchen  
Representative's Name

Redlands, Ca 92374  
City, State, Zip

Dir. Internal Sales  
Representative's Title

*P & R Paper Supply Co.*

**BIDDER'S STATEMENT REGARDING INSURANCE COVERAGE**

**FOOD SERVICE DEPARTMENT: KITCHEN PAPER GOODS,  
SUPPLIES, and PRODUCTS**

**RFQ #1892**

**(To Be Submitted With RFQ)**

BIDDER HEREBY CERTIFIES that the Bidder has reviewed and understands the insurance coverage requirements specified in the Request for Proposal, **RFQ #1892: FOOD SERVICE DEPARTMENT: KITCHEN PAPER GOODS, SUPPLIES, and PRODUCTS** for Mt. Diablo Unified School District. Should the Bidder be awarded the contract for the work, Bidder further certifies that the Bidder can meet the specified requirements for insurance, including insurance coverage of the subcontractors, and agrees to name the Mt. Diablo Unified School District as Additional Insured for the work specified.

*D & R Paper Supply Co.*

\_\_\_\_\_  
Name of Bidder (Person, Firm, or Corporation)

*Lindy Duke*  
\_\_\_\_\_  
Signature of Bidder's Authorized Representative

*Lindsey Inerchen / Dir. Internal Sales*  
\_\_\_\_\_  
Name & Title of Authorized Representative

*7/16/21*  
\_\_\_\_\_  
Date of Signing

**WORKER'S COMPENSATION INSURANCE CERTIFICATE**

Food Service Department: Kitchen Paper Goods, Supplies & Products

**RFQ #1892**

**(To be submitted with RFQ)**

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code, which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

*P & R Paper Supply Co.*

\_\_\_\_\_  
Name of Bidder (Person, Firm, or Corporation)

*Leah Clark*  
\_\_\_\_\_  
Signature of Bidder's Authorized Representative

*Lindsey Inerchen / Dir. Internal Sales*  
\_\_\_\_\_  
Name & Title of Authorized Representative

*7/16/21*  
\_\_\_\_\_  
Date of Signing

ATTEST:

By *J. Maibergen*  
\_\_\_\_\_  
Signature

*Joseph Maibergen / Branch Manager*  
\_\_\_\_\_  
Printed Name & Title

*P & R Paper Supply Co.*

**TOBACCO-FREE ENVIRONMENT CERTIFICATION**

Food Service Department: Kitchen Paper Goods, Supplies & Products

**RFQ #1892**

**(To be submitted with RFQ)**

PROJECT/CONTRACT NO.: \_\_\_\_\_ between Mount Diablo Unified School District (the “District” or the “Owner”) and P & R Paper (the “Contractor” or the “Bidder”) (the “Contract” or the “Project”).

This Tobacco-Free Environment Certification form is required from the successful Bidder.

Pursuant to, without limitation, 20 U.S.C section 6083, Labor Code section 6400 et seq., Health & Safety Code section 104350 et seq. and District Board Policies, all District sites, including the Project site, are tobacco-free environments. Smoking and the use of tobacco products by all persons is prohibited on or in District property. District property includes school buildings, school grounds, school owned vehicles and vehicles owned by others while on District property.

I acknowledge that I am aware of the District’s policy regarding tobacco-free environments at District sites, including the Project site and hereby certify that I will adhere to the requirements of that policy and not permit any of my firm’s employees, agents, subcontractors, or my firm’s subcontractors’ employees or agents to use tobacco and/or smoke on the Project site.

Date: 7/16/21

Proper Name of Contractor: P & R Paper Supply Co.

Signature: Lindsey Inerchen

Print Name: Lindsey Inerchen

Title: Dir. Internal Sales

END OF DOCUMENT

**RFQ #1892: Attachment "A"**

Item Number	Desc	Size	Quantity	Unit	Unit	Price
1	27" x 37" High molecular bag with ties, high density polyethylene suitable for storing food in dry storage, refrigerators, coolers, warmers and freezers. Microwavable and boilable, grease and leak resistant, protects against freezer burns. Temperatures of -50 F and heat of up to 200 F.	27" x 37"	282 CS	200 CT.	CS	HND-FB37 \$15.2
2	Cover plastic bun pan rack 15 Micron, High-density polyethylene suitable for storing food(must comply with FDA Rule 177.1520, for food contact) in dry storage, refrigerators, coolers, warmers and freezers. Copes with freezing temperatures of -50 F and heat of up to 200 F.	52" X 80"	15 CS	50 CS.	CS	HND-RP8052 \$13.05
3	Liner paper pan quilon, with stands temperatures up to 425 F, 17 " x 25" Pre-cut sheets provide complete pan coverage, fits full size sheet pans, disposable.	17"X 25"	268 CS	1000"	CS	PAT- 2405161\$28.25
4	18" X 2000' PVC FOOD FILM, CLING, 18-inch PVC film roll lets you cover and wrap food for protection or storage. Clear film roll made of PVC, Suitable for storage in blast freezer and heated display,	18"X2000'	39 CS	1RL	RL	ANC-307006 \$15.95
5	18" X 500' Regular Foil Roll, Standard weight aluminum foil roll. Is a versatile kitchen product used both before and after the cooking process. One roll measuring 18 inches by 500 feet per case, Silver aluminum wrap roll, For use in conditions ranging from blast freezer to oven, durable.	18"X500'	106 CS	500	1 RL	HFA-51803 \$23.95



RFQ #1892: Attachment "A"

Item Number	Desc	Size	Quantity	Unit	Unit	Price
6	<p>Popup foil sheets, 12" x 10.75", aluminum foil sheets are versatile single sheets used before, during and after the cooking process. These interfolded sheets are dispensed in a pop-up fashion for easy and convenient use. Six boxes of 500 sheets for a total of 3000 per case, Silver aluminum sheets measure 12 inches x 10.75 inches, Quilted sheets great for potato wrap, single-serving preparation and leftovers, For use in conditions ranging from blast freezer to oven.</p>	12"X10-3/4"	57 CS	6/500CT		HFA-JIF-8960 \$54.95
7	<p>Wax Bag, 6.5 x 8", # 25 Paper Sandwich Bag, natural draft bags, hold hot foods to 140 degrees for up to 1 hour and cold foods for several hours and wrap are chlorine-free, grease resistant, 100% compostable. Bio Mass Packaging. (# 325-70025)</p>	6.5" x 8"	750 CS	2,000 CT		CLB-N20/25 \$26.95
8	<p>Fold and Pack Style, Natural Paper box, top 4.25" x 3 5/8" x 4", natural food container, eco-friendly. Made from 100% recycled paper using 35% or more post consumer recycled paper and are processed chlorine free. Works for hot, cold, wet or dry foods, Leak-resistant, microwaveable, stackable and easy-to-use. Safe under heat lamps, one-piece design requires no assembly, Flaps open wide allowing free access to food, Retains heat and vents steam effectively, non-toxic, 1% poly-coated interior # 26, Natural Paper box. , Food Grade, Bio Mass Packaging(#330-04026)</p>	4.25" x 3 5/8" x 4	1,225 CS	450 CT		GSD-26MWEART \$47.3
9	<p>Napkin, Brown 1 ply, 3 fold style, made from 100% recycled fiber (90% post-consumer content) in a bleach-free process. 5,000 ct.</p>	1 PLY	15 CS.	5,000 CT		TET-HS713. \$28.15

RFQ #1892: Attachment "A"

Item Number	Desc	Size	Quantity	Unit	Unit	Price
10	18" X 12" X 6" Corrugated Boxes, Ship flat for freight and storage savings, Book box style, LBS/BNDL. 25.	18" X 12" X 6"	2000 EA	EA		OAK-0011812061 \$32.8
11	16 X 14 X 30", 2 MIL Gusseted Poly Bags, Fitted bottom and expandable sides form to the shape of your product, 100 % virgin, high clarity polyethylene film. Meets FDA and USDA specifications.	2 MIL	180 CS	250 CT.	CS	ELK-20G-161436 \$85.9
12	Plastic Pre-Cut Twist Ties - 8" Red, Reusable twist ties, for attaching labels, close food and parts bags. Moisture resistant - Can be used outdoors. 5/32" wide, 27 gauge flexible wire.	8 INCH	12 BX	2000 CT.	BX	SAV-4RED \$3
13	Carton Sealing Tape, 2.6 Mil, 3" x 110 yds, Clear, high performance crystal clear packaging tape seals mailroom shipments tight. Acrylic adhesive resists aging and works in cold temperatures, Polypropylene film resists tears and splits.	2.6 MIL	24 CS	24 RL.	CS	QSP-AP818CL-3 \$33.9
14	Heavy Duty Pre-Stretched Wrap, 39 gauge, 17.3" x 1,500", clear case wrap contracts after application to hold loads tight. Wrap irregular loads with thee lightweight rolls.	39 GAUGE	144 RL	RL	EA	QSP-SF185515-NIT \$43.8
15	52"X80" BUNS RACK COVER, HIGH-DENSITY COVER KEEP FOOD FRESH, CLEARLY VISIBLE FOR EASY IDENTIFICATION, DURABLE, TEAR-RESISTANT CONSTRUCTION THAT WILL PROTECT THE CONTENTS FROM DUST.	52" X 80"	20 CS	50CT	CS	HND-RP8052 \$13.05

RFQ #1892: Attachment "A"

Item Number	Desc	Size	Quantity	Unit	Unit	Price
16	CONTAINER, CLEAR 16 OZ., SUREHINGED SMALL HINGED TAMPER RESISTANT RECTANGLE CONTAINER, THIS ITEM HAS A LID WITH RIDGES FOR STACKABILITY, SIZE, HEIGHT/DEPTH 2.63m, 4.91 x 5.73 INCHES.		50 CS	240 CT	CS	PAR-21117 \$56.45
17	9" 3 COMP PLASTIC CLAMSHELL CLEAR, 9-INCH, HINGED-LID CONTAINERS, SURE LOCK CLOSURE, CONTAINER RESIST LEAKING.	9 INCH	50 CS	200CT	CS	SPK-CHC9X3D \$44.65
18	POLYPROPYLENE WHITE FORKS, 6 INCH, WHITE, HEAVY, STRONG, DURABLE FOR HIGH FUNCTION USE.	6 INCH	50 CS	1000CT	CS	GOL-20601 \$15.2
19	POLYPROPYLENE WHITE SPOON, 6 INCH, WHITE, HEAVY, STRONG, DURABLE FOR HIGH FUNCTION USE.	6 INCH	50 CS	1000CT	CS	GOL-20611 \$15.2
20	POLYPROPYLENE WHITE KNIFE, 6 INCH, WHITE, HEAVY, STRONG, DURABLE FOR HIGH FUNCTION USE.	6 INCH	25 CS	1000CT	CS	GOL-20621 \$15.2
21	WHITE SPORK NAPKIN KIT, HEAVY-DUTY SPORK, WITH A DURABLE SINGLE PLY NAPKIN, WRAPPED	WRAPPED	1500 CS	1000CT	CS	NTR-3609 \$11.95
22	TRAY, 8"X5" PAPERBOARD, CARRY-OUT, NATURAL KRAFT WITH OR WITHOUT PRINT, HEAT TOLERANCE UP TO 200 F PREFERRED. FDA COMPLIANT FOR DIRECT FOOD CONTACT, .	8" X 5"	3000 CS	500CT	CS	CHI-R963CT \$18.55

**RFQ #1892: Attachment "A"**

Item Number	Desc	Size	Quantity	Unit	Unit	Price
23	5# RED & WHITE DESIGN FOOD TRAY, PAPER FOOD TRAYS, CLAY-COATED SURFACE PROTECTION AGAINST GREASE LEAKAGE, STACKABLE DESIGN.	5#	1300 CS	500CT	CS	SQP-8705 \$17.05
24	3# RED&WHITE DESIGN FOOD TRAY, PAPER FOOD TRAYS, CLAY-COATED SURFACE PROTECTION AGAINST GREASE LEAKAGE, STACKABLE DESIGN.	3#	900 CS	500CT	CS	SQP-8703 \$13.05
25	1# RED&WHITE DESIGN FOOD TRAY, PAPER FOOD TRAYS, CLAY-COATED SURFACE PROTECTION AGAINST GREASE LEAKAGE, STACKABLE DESIGN.	1#	350 CS	1000CT	CS	SQP-8701 \$14.15