



CONTRA COSTA COUNTY

VENDING MACHINE SERVICES

REQUEST FOR PROPOSAL

DATE: JULY 9, 2013

PURCHASING DIVISION
255 GLACIER DRIVE
MARTINEZ, CALIFORNIA 94553

General Information,

1. Calendar of Events

RFP Release Date	July 9 th , 2013
Last Day for Questions	July 29 th , 2013 no later than 3:00 P.M. PST
Proposal Due Date	August 1 st , 2013 no later than 3:00 P.M. PST
Bid Award Date	TBD

2. Proposal Submittal

- Response to this RFP MUST be submitted electronically through the Bid Sync web site – NO EXCEPTION.
- Late submittals WILL NOT be accepted – NO EXCEPTION
- Fax submittals WILL NOT be accepted – NO EXCEPTION

3. Vendor Registration

Firms must register with the County if they never had before. See Exhibit G attached.

4. Acceptance of Terms and Conditions

Respondents shall accept the entirety of the Terms and Conditions of Contra Costa County.

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Attachments:

- **Contra Costa County Terms and Conditions**
- **Attachment A – Location of Vending Machines**
- **Attachment B – Example of Items that Meet CCHS Vending Machine Standards**
- **Exhibit A – Statement of Experience**
- **Exhibit B – Customer References**
- **Exhibit C – Documentation of Sales and Commission Paid**

- **Exhibit D – Product List**
- **Exhibit E – Equipment List**
- **Exhibit F – Anti Collusion Statement**
- **Exhibit G – Immigration Status Form**
- **Exhibit H – Contra Costa County Business Opportunity Registration Form**

1.0 Project Overview

1.1 Statement of Purpose

The Contra Costa County Department of Health Services (hereafter referred to as “County”) is seeking to retain a qualified firm with a proven experience in the management and operation of vending services (hereafter referred to as “Project”). The purpose of the Project is to provide, manage and operate vending machines to be located within various government buildings located in the County.

1.2 Definition

Net Sales – total gross sales minus applicable taxes.

1.3 Background

The County’s Contra Costa Health Services (CCHS) is committed to supporting the health of its staff and members of the public who use our hospitals, clinics and offices. In our role as a health organization, we are committed to reducing risk factors that cause serious health problems. CCHS is particularly concerned with the impact that overweight and obesity have on people’s health. Overweight and obesity are one of today’s leading risk factors for a range of health problems that include heart disease, type 2 diabetes, some cancers, high blood pressure, stroke, liver disease, respiratory problems, and other conditions. Reports reveal that 48% of children who come to CCHS for a well child visit are either overweight or obese.

Part of the solution to preventing and reducing rates of obesity is providing an environment that supports healthy eating. CCHS is creating a healthier environment in our hospital, clinics, and offices by adhering to a new County Vending Policy that requires 100% of items in vending machines on CCHS properties to meet specific nutrition standards. This will help create an environment that protects the health of our patients, staff, and visitors and reduces their risk for the health problems associated with overweight and obesity.

On December 13, 2010 Dr. William Walker, Director of Contra Costa Health Services, approved a policy mandating that 100% of items in all snack and beverage vending machines on Contra Costa Health Services Property meet stated nutrition standards. To implement this policy, Contra Costa Health Services is contracting with one or more Vendors to work exclusively on Health Services sites and adhere to the provisions in the 100% healthy vending policy. This RFP explains how Vendors can submit an application to be considered for a vending contract and the conditions and execution of the work.

1.4 Period of Agreement

The initial term of any agreement awarded as a result of this Request for Proposal (hereafter referred to as "RFP") will be for 2 (two) years with 2 (two) possible annual renewals upon the mutual agreement of the contractor and the County. Should the Contract expire, service shall continue on a month-to-month basis until a new Agreement has been executed or either party terminates upon thirty (30) days written advance notice.

1.5 Questions

All questions regarding the proposal will be accepted through the BidSync site only. The deadline for submitting questions for this RFP is on or before July 29nd, 2013 3:00 P.M. PST. All questions will be answered and disseminated to those registered on the BidSync website. Contact customer service if you need technical assistance with any part of the bid process; support@bidsync.com or call (800) 990-9339.

2.0 Instructions to Respondents

2.1 Format of Proposal

Respondents shall submit proposals which are concise and which specifically respond to the specifications posted in this RFP. Each proposal shall be submitted with a cover letter signed by an authorized person and the following documents:

- A proposal describing how your firm will provide the services described in section 3.0 under Scope of Services.
- Resume and certification of key personnel
- Certificate of Insurance with Endorsement letter
- Federal and State business licenses and local permits
- Exhibit A – Statement of Experience
- Exhibit B – Customer Reference
- Exhibit C – Documentation of Sales and Commission Paid
- Exhibit D – Product List
- Exhibit E – Equipment List
- Exhibit F – Anti Collusion Statement
- Exhibit G – Immigration Status Form
- Exhibit H – Contra Costa County Business Opportunity Registration Form (if not registered to do business with the County)

2.2 Licenses and permits

Respondents shall possess all licenses, registrations and permits required by the State of California and the County of Contra Costa. Such licenses and permits are to be submitted to the County with the proposal or prior to the contract signing date.

2.3 Proposal Expenses

Respondents shall be fully responsible for all costs incurred in the development and submission of this RFP.

2.4 Reservations

The County reserves the right to do the following at any time and for its own convenience, at its sole discretion:

- To reject any and all proposals without indicating any reasons for such rejection,
- Terminate this RFP and issue a new Request for Proposals anytime thereafter,

- Extend any or all deadlines specified in the RFP, including deadlines for accepting proposals by issuing an Addendum at any time prior to the deadline for receipt of responses to the RFP,
- Procure any services specified in the RFP by other means,
- Disqualify any Respondent on the basis of any real or perceived conflict of interest or evidence of collusion that is disclosed by the proposal or other data available to the County. Such disqualification is at the sole discretion of the County,
- Reject the proposal of any Respondent that is in breach of or in default under any other agreement with the County,
- Reject any Respondent deemed by the County to be non-responsive, unreliable, unqualified or non-responsible

2.5 Interpretation

Should any discrepancies, omissions, or doubt as to their meaning be found in the RFQ specifications or requirements, the Respondent shall notify the County in writing through the BidSync website. The County will send written instructions or addenda to all participants in the RFP process. The County shall not be responsible for oral interpretations

2.6 Addenda

No one is authorized to amend any of these documents in any respect by an oral statement or to make any representation or interpretation in conflict with their provisions. Any changes to these documents will be issued in writing via Addenda to be posted on BidSync website.

2.7 Customer References

Respondents shall provide a minimum of three (3) letters of reference. Each letter must include the name of the firm, description of services provided, date(s) of services and contract amount for projects similar to the services requested in this RFP. See Exhibit B.

2.8 Taxes

Contractor is responsible for all federal, state, and local taxes and other charges related to the performance of this contract.

2.9 Product Pricing

- a. Contractor will provide a retail price lists with their proposals for the products that will be sold in the vending machines

2.10 Commission

Contractor shall agree to pay a 20% commission to the County based on net sales.

2.11 Refund

Successful Bidder shall provide a written refund policy including a timeline for refunds to be issued (not to exceed 10 days). Each vending machine shall have contact information for refund on damaged goods or when customers do not receive product for their money due to a malfunction of the machine.

2.12 Assurance of Freshness

Respondents shall provide procedures of assuring freshness of products that are on sale in the vending machine. No expired products shall be offered for sale. Packages sold in vending machines will need to have an expiration date clearly marked on the package that is visible to customers.

2.13 Policy on Stocking and Restocking Vending Machines

Respondents shall describe their policies and procedures for stocking and restocking vending machines.

2.14 Sales Report

Successful Bidder shall submit a monthly detailed report of net sales by vending machine by location with the number of products sold by the 15th day following the end of each month. This report must be submitted along with the commission payment to CCHS.

2.15 Performance

Contractor will perform all services required under the terms and conditions of the contract.

2.16 Maintenance

The Contractor shall maintain all vending machines in good working order when installed and thereafter to completion of the agreement. A preventive maintenance program by the Contractor should also be in place and a copy of it included in the retuned proposal. A copy of each machine inspection and or maintenance activity must be forwarded to the Department of Health Services.

County shall have no liability to Contractor for maintenance of the equipment or any damage to the vending machines by a third party and Contractor shall not make any claim against, or seek recovery from, the County for any loss or damage to the vending machines.

3.0 Scope of Services

The successful Proposer shall furnish, install, maintain, supply and remove, as needed, various vending machines in designated locations of the County for a period of two (2) years effective October 1st, 2013.

3.1 Equipment

- a. Contractor shall furnish, install, maintain, service, repair and/or replace the vending machines at no charge to the County, unless otherwise agreed upon by the Facilities Maintenance Division of the General Services Department
- b. Machines will be the property of the Vendor
- c. Machines shall be installed, stocked, and ready for operation no later than October 1, 2013.
- d. Contractor shall be responsible for repairs due to vandalism at no cost to the County
- e. Machines shall be maintained and in proper working order at all times
- f. Replacement of non-functional machines must be addressed within two (2) weeks of notification
- g. Upon expiration or termination of the contract, the Vendor must remove all machines within ten (10) business days of notification
- h. Any microwave oven used in conjunction with a vending operation must be approved for safety by the County Facilities Maintenance Division prior to installation
- i. All food vending machines must comply with all Federal, State, County and City Codes

3.2 Products

- a. Contractor shall ensure that no out of date products remain in machines. Expiration dates should be on each of the products offered for sale in the vending machine and should clearly show the month and the year of expiration.
- b. The County has “automatic” product protection recourse against suppliers for product safety. According to federal regulations, the supplier whose name and address appear on the package is the responsible party. Vendor is expected to take immediate action to correct any situation in which product integrity is violated
- c. Vendor shall provide to the County nutrition facts associated with the product for all items not listed on the recommended healthy item choices
- d. All food and beverage products must be delivered and placed in machines in their original wrappers or in a sanitized bulk dispenser that fits on the machine as a unit
- e. CCHS will maintain a list of examples of products that meet the nutrition criteria as listed in this contract. This list will be updated not less than annually and will be

available on Contra Costa Health Services Department website at www.cchealth.org
Vendor may stock additional products that meet nutritional guidelines listed in this contract

- f. CCHS will conduct periodical monitoring of products to ensure they meet the nutritional guidelines set forth in the contract
- g. Vendor shall provide nutrition facts/ nutrition labels to CCHS prior to stocking new products

3.3 Service

- a. Vendor shall respond to service calls within 48 hours and be on-site to make the necessary repairs within three (3) business days. The names and telephone numbers of service personnel shall be provided with the proposal and affixed to each machine located in a visible place. CCHS reserves the right to terminate the contract if Vendor does not respond to service calls for inoperative machines within 48 hours, and machines are not maintained and kept in working order, and malfunctioning machines are not replaced or repaired within three (3) business days
- b. Restocking, collection of monies and preventative maintenance on all machines shall be done between the hours of 8:30 a.m. and 5:00 p.m. Monday through Friday excluding major holidays the County is closed
- c. CCHS will provide consumer outreach and education regarding healthy items in vending machines
- d. CCHS will provide assistance to Vendors (e.g. answering questions about specific products).

3.4 Placement of Vending Machines

- a. No independently owned vending machines will be allowed on properties where CCHS programs are located without prior approval of the General Services Director or designee. Subject to the requirements noted in this policy, only Vendors that have contracts with County General Services Department to operate in buildings where CCHS programs are located, may operate snack and beverage vending machines for the sale of food and beverage items to CCHS employees and members of the public who uses the facilities.
- b. The General Services Director or designee will authorize the placement of vending machines in strategic locations throughout the County where traffic patterns or other circumstances warrant their placement
- c. Vendors may recommend new machines in new locations. General Services Director or designee must review and approve locations of new machines prior to installation. An approval notice issued by General Services Department must be attached to all vending machines

- d. The vending machine shall not in any way obstruct or otherwise interfere with emergency exits or access areas as determined by the Fire Marshall
- e. Vending machines must be securely fastened to the wall, floor or other structure, or otherwise secured in such a way as to prevent it from being rocked, bounced or tipped. Placement of machine shall not obstruct the flow of foot traffic
- f. Failure to comply with these provisions may result in removal or disablement of the vending machine at Vendor's expense

3.5 Facility Requirements

- a. General Facility Requirements

No modification to building structure, electrical systems, plumbing, and any other part of the physical plant of any County building may be performed without prior approval from the General Services Department, Facilities Maintenance Division. In the case of a property leased by the County, the Real Property Agent assigned to the property will perform additional review of proposed facility modifications. All authorized modifications will be at the expense of the vending machine owner, unless otherwise agreed upon by the County.

- b. Plumbing

- For machines that require an external water source, connections must be made from a County potable water supply. In the event this is not possible, the Vendor will be responsible for establishment of an alternative source with prior approval from the County
- Plumbing installation, when needed, shall include valves and backflow prevention devices that comply with State and local code requirements. Fixtures and other installations are expected to appear neat and professional

- c. Electrical

- All vending machines utilizing electrical power shall be grounded with an approved three-wire cord and plug. All machines vending perishable foods have a lock on the power cord plug to prevent accidental or intentional disconnection
- Vending machines must be properly wired and grounded to prevent electrical shock and must comply with applicable federal, state, and local codes and standards. The vending machine owner is responsible for installation of electrical circuits when there are no existing circuits available or if existing circuits are inadequate

- d. Energy Efficient Timer

- All machines shall have an electronic timer or occupancy sensors and controller that allow each specific location to set the time of operation which will shut off lighting in the machine and cycles compressor to maintain product temperature. Compressor cycle intervals must be reduced during hours, weekends, and holidays when no office staff is present

3.6 Food and Beverage Operations

- a. The areas surrounding all machines are to be kept clean and proper waste and recycling receptacles shall be provided in the immediate areas
- b. All food vending machines must comply with all applicable Health and Safety Codes. Machines not complying with the above criteria shall be removed from service
- c. Vending machines should be well stocked with no more than 10% of the shelves being empty of product for more than five (5) days

3.7 Product List

Respondents shall submit their proposed of food/beverage product list with the proposal. See Exhibit D attached.

3.8 Locations

Contractor shall place vending machines only in locations designated by the County. An initial list of these locations is supplied herewith. However, the County reserves the right to add to or subtract from the total number of machines in place at any given time. See "Attachment A" for list of locations.

4.0 Requirements and Qualifications

4.1 Beverages

Beverages offered in each vending machine shall meet all the following criteria:

- Fruit-based and vegetable-based drinks that are at least 50% fruit or vegetable juice without added caloric sweeteners and do not exceed 12 fluid oz (1)(2)
- Water, including carbonated water products, with no added caloric sweetener (1)(2)(3)
- One-percent fat milk, nonfat milk, or Vitamin D and Calcium fortified soy milk, almond milk, rice milk, and other similar plant-derived milk beverages without added caloric sweetener (1)
- All other beverages that are low calorie (≤ 40 per container) or no-calorie, including diet sodas (2)
- 100% vegetable juice (limited to a maximum of 12-ounce container, no added caloric sweeteners, and ≤ 200 milligrams of sodium per container) (2)

4.2 Snacks

Snack food items offered in each vending machine shall meet all the following criteria for each individual package:

- No more than 250 calories
- No more than 35% calories from fat (excluding legumes, nuts, nut butters, seeds, trail mixes which include nuts, eggs, non-fried vegetables, and cheese packaged for individual sale). (1)(3)
- No more than 10% of calories from saturated fat (excluding eggs or cheese packaged for individual sale) (1)(2)(3)
- No trans fats (1)(2)
- No more than 35% sugar by weight (not including any fruits and vegetables processed without sugar; canned fruit must be packed in 100% fruit juice or water) (3) Exception: yogurt that contains no more than 30 grams of total sugar per 8 ounce container (and adjusted proportionally for smaller containers)
- No more than 360 mg sodium (3)

4.3 Individual Entrée Items:

Means food generally regarded as the primary food in a meal and that contains two or more of the following groups: meat or meat alternatives such as tofu, grains or bread, or vegetables or fruit that are eaten together, including but not limited to, sandwiches, pizza, hamburger on a bun, burrito, chef's salad, fruit and cheese platter, baked potato with chili or chicken stir-fry.

1. Entrée items shall not exceed 500 calories (1)
2. Entrée items shall not exceed 600 milligrams of sodium. (The standard will be reduced to a recommended 480 milligrams when there are more entrees available that meet the standard)
3. No more than 35% calories from fat (2)
4. No more than 10% calories from saturated fat (2)
5. No trans fat (3)
6. No more than 35% of calories from total sugars and a maximum of no more than 15 grams of total sugar in the item (2)

4.4 Additional Criteria

1. At least 1 item in all snack vending machines must meet the FDA definition of "low sodium" (less than 140 mg of sodium per serving for a snack). The lower sodium item should be identified on a label or sign visible from the vending machine window.
2. At least 1 item in all snack vending machine should contain at least 5 grams of dietary fiber per serving. The higher fiber item should be identified on a label or sign visible from the vending machine window.
3. Vending machine promotional advertisements shall only promote items that meet the nutritional standards outlined above.

The County vending machine standards are hybrid, based on the standards of the following documents:

1. **AB459 Standards for Vending Machines**
2. **National Alliance for Nutrition and Activity (NANA) "Model Beverage and Food Vending Machine Standards"**
3. **Network for a Healthy California-Worksite Program, "Vending Machine Food and Beverage Standards"**

4.5 Qualifications

- a. Respondents must have a minimum of five years of experience in the provision of vending machine services
- b. Respondents must have adequate insurance coverage, as defined in the attached terms and conditions
- c. Respondents must provide three acceptable customer references. References should be for Responder's customers that are close to the size and scope of this Project.
- d. Respondents must have adequate personnel on staff that can service this Project.

- e. Respondents must have the capital necessary to support this contract for the five-year period.

4.6 Use of County Facilities

Successful bidder shall agree to the following:

1. To make no other use of the designated premises than the purpose for which is outlined in this RFP
2. To operate first class vending machines at all County facilities
3. To keep vending machine at all County locations properly stocked and operational for business from the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding County holidays and weekends.
4. To abide by all applicable Federal, State, or local laws, statutes, regulations or ordinances concerning the operation of vending machines as described in this RFP

5.0 Evaluation and Selection Process

5.1 Selection Criteria

If an award is made, it will be made to the responsive proposal by a responsible Respondent(s) that offers the County the greatest value based on an analysis involving a number of criteria. Evaluation criteria shall include, but is not necessarily limited to the following:

- Respondent experience for similar project and size
- Suitability of product offering to meet the needs of individual vending areas
- Approach for refreshing, restocking and refunding
- Customer Reference

5.2 Award Agreement

Upon completion of the review period, the County shall notify those Proposers who will be considered for further evaluation and negotiation. All Proposers so notified may be contacted for an interview and negotiate in good faith in accordance with direction from the County. Any delay caused by Proposer's failure to respond to direction from the County may lead to a rejection of the Proposal.

If the County determines after further evaluation and negotiation, to award the Agreement, a Professional Services Contract shall be sent to the successful Proposer for the Proposer's signature. No proposal shall be binding upon the County until after the Agreement is signed by duly authorized representatives of both Applicant and the County.

5.3 Proposals are Public Records

California Government Code Section 6250, the Public Records Act, defines a public record as any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency regardless of physical form or characteristics. The Public Records Act provides that public records shall be disclosed upon request and that any citizen has a right to inspect any public record, unless the document is exempted from disclosure.

Unless otherwise compelled by a court order, the County will not disclose any proposal while the County conducts its deliberative process in accordance with the procedures identified in this RFP. However, after the County either awards an agreement to a successful Proposer, or rejects all proposals, the County shall consider each proposal subject to the public disclosure requirements of the California Public Records Act. Each Proposer is hereby informed that, upon submittal of its proposal to the County in accordance with this RFP, the proposal becomes the property of Contra Costa County.

5.4 Protest Procedures

In the event a dispute arises concerning the proposal process prior to the award of the contract, the party wishing resolution of the dispute shall submit a request in writing to the Purchasing Services Manager in care of:

David Gould, Purchasing Services Manager
Contra Costa County
Public Works Department
255 Glacier Drive
Martinez CA, 94553

6.0 Invoicing and Billing

6.1 Payment Terms

Payments to the County will be due by the last day of the month for the previous month. All payments shall be made to the following address:

Contra Costa Health Services (CCHS)
Attention: **Ericka Ramirez**
Administrative Analyst
Community Wellness & Prevention Program
597 Center Ave. Suite #125
Martinez, CA 94553

6.2 Commission

The County shall be compensated 20% of commission rate against total net sales. See Exhibit C attached.

6.4 Taxes

Vendor is responsible for all federal, state, and local taxes and other charges related to the performance of the contract.

6.5 Audits

The County shall have the right to make periodic audits and inspections of Contractor records of gross receipts at any reasonable time without notice. Such audit may include, and is not limited to, inventory control at all applicable locations, vending food service personnel accounting controls, methods of recording, checking and reporting sales, route and internal control of cash handling, internal audit, accounting and cash collection, commission statements, etc. In addition, County shall require supplementary information as needed to perform and conclude an audit. Contractor must keep and maintain all such records for a period of three (3) years.

7.0 Terms and Conditions – See Attached



Contra Costa County

LOCATION OF VENDING MACHINES

#	Location and Location Address, Contact Name Contact Info.	Service Area	Kind of Machine
1.	Health Services/CCTV, Sheriff and Veterans Services 10 Douglas, Martinez Dorian Carr 925-313-1481 Dorian.Carr@vs.cccounty.us	2 - Public	1 – Snack 1 - Beverage
2.	Homeless Center 845 B Brookside Drive, Richmond Arturo Castillo 925-313-6296 Arturo.castillo@hsd.cccounty.us	2 - Public	1 – Snack 1 - Beverage
3.	1- Mental Health (Older Adults) 1 st , Floor Jonathan Goco 925-521-5622 Jonathan.goco@hsd.cccounty.us 2- Mental Health (Children’s) 2 nd , Floor 2425 Bisso, Concord	2 - Staff	1 st floor: 1 – Snack/ Beverage combination 1 – Snack/ Beverage combination

	<p>David Chen 925-521-5799 David.chen@hsd.cccounty.us</p>		
4.	<p>Mental Health (Admin) 1340 Arnold Suite 200, Martinez Carole Rodrigues 925-957-5136 Carole.rodrigues@hsd.cccounty.us</p>	2 - Staff	<p>1 – Snack 1 - Beverage</p>
5.	<p>1- West County Health Center 13601 San Pablo Ave. San Pablo, CA Arturo Hernandez 510-520-9914 Arturo.hernandez@hsd.cccounty.us</p> <p>2- North Richmond Health Center Address _____ Chinyere Madawaki 510-374-7344 Chinyere.madawaki@hsd.cccounty.us</p>	TBD	TBD
6.	<p>Public Health Gwenn White</p> <p>1- 597 Center Ave STE. #120, Martinez 925-313-6829 Gwenn.white@hsd.cccounty.us</p> <p>2- 597 Center Ave, 2nd Floor, Martinez Bill Sorrell 925-313-6541 Bill.sorrell@hsd.cccounty.us Jessica McCracken 925-313-6711 Jessica.McCracken@hsd.cccounty.us</p> <p>3- 595 Center Ave. 3rd floor, Patient Accounting JR Ang</p>	<p>2 – Public</p> <p>2 - Staff</p>	<p>2nd floor: 1 – Snack 1 – Beverage</p> <p>3rd floor: 1 – Snack 1 - Beverage</p>

	<p>925-313-6506 Jr.ang@hsd.cccounty.us</p>		
7.	<p>Health Services (Admin and Finance) 50 Douglas, 3rd floor, Martinez Kathy Garrett 925-957-5400 Kathryn.garrett@hsd.cccounty.us</p>	2 - Staff	3 rd floor: 1 – Snack 1 - Beverage
8.	<p>Richmond Health Center 39th and Bissell, Richmond Arturo Hernandez – Clinic Coordinator 510-520-9914 510-346-4647 – pager Arturo.hernandez@hsd.cccounty.us</p>	1 st floor 2 - Public	1 st floor: 1 – Snack 1 - Beverage

Authorized Name: _____ Title: _____

Signature: _____ Date: _____



Contra Costa County

Examples of Items That Meet CCHS Vending Machine Standards

Please note that this is not an exhaustive list, and inclusion on this list does not serve as an endorsement by CCHS. This list does not contain every product that meets the standards, but it offers a sense of what types of products could be placed in healthier vending machines. As new foods meet the nutrition standards and/or food standards change, this list will be revised to reflect the changes. For any product that is to be sold in your vending machine that is not on this list, please forward a copy of the nutrition information/ label to me at Mary.kiefer@hsd.cccounty.us. For questions or technical support regarding products, please contact Mary Jane Kiefer @ 925-348-1977.

Beverages

Bottled Water

Any bottled water with no added caloric sweeteners

Seltzer and Flavored Water

Any Seltzer and flavored water with no added caloric sweeteners

100% Fruit and Vegetable Juice

Any 12 oz 100% juice (look at % juice on food label)

Tropicana (all 100% juice)

Ocean Spray (all 100% juice)

Minute Maid (all 100% juice)

Veryfine (all 100% juice)

Welch's (all 100% juice)

Juicy Juice (all 100% juice)

Motts Apple Juice

V-8 Fusion

V-8 Low-Sodium 100% Vegetable Juice

Campbell's Low-Sodium Tomato Juice

Fat-Free & 1% Low-Fat Milk and Plant-Derived Milks

Any unflavored or flavored fat-free or 1% lowfat milk with no added caloric sweetener

Fruit Juice Drinks

Any Fruit-based and vegetable-based drinks that are at least 50% fruit or vegetable juice without added caloric sweeteners and do not exceed 12 fluid oz.

Fruit 66 Sparkling Fruit Juice

Fruit 20

Izze Sparkling fruit drinks (Check Labels)

Low Calorie Drinks

Drinks that contain 40 calorie or less per container

Country Time Light Lemonade

Sunkist Diet Sparkling Lemonade

Tropicana (Light Lemonade, Light Fruit Punch, and Light Berry Blend)

Hawaiian Punch Fruit Juicy Red Light

V8 Splash (Diet Berry Blend and Diet

Tropical

Blend)

Minute Maid Light Lemonade

Snapple (Diet Noni Berry and Diet Cranberry Raspberry)

SoBe (B-Energy Strawberry Apricot, Lean Fuji

Apple Cranberry, Lean Raspberry

Lemonade, and B-Energy Black Cherry Dragonfruit)

Ocean Spray (Diet Sparkling Cranberry, Diet

Blueberry, and Diet Cran-Pomegranate)

Rockstar Zero Carb

Rockstar Pink

Teas

Drinks that contain 40 calorie or less per container

Snapple (Diet Peach Tea, Diet Plum-a-Granate

Tea, and Trop-A-Rocka Tea)

Nestea (Diet Sweetened Lemon Ice Tea and Diet Green Tea)

Brisk No Calorie Lemon Iced Tea

Lipton (White Tea with Raspberry, Diet Green

Tea with Watermelon, and Green Tea with Mixed Berry)

Hot Coffee and Tea, Vending

Unsweetened coffee and tea, if condiments are provided milk/creamer must contain less fat than cream, like whole or 2% milk

Sports Drinks

Drinks that contain 40 calorie or less per container

Propel Zero (all flavors)

Gatorade G2 Low Calorie (all flavors)

Powerade Zero (all flavors)

Low-Calorie Soda

Drinks that contain 40 calorie or less per container

Diet Coke (also Lime and Vanilla)

Coke Zero

Sprite Zero

Fresca

Diet Mellow Yellow

Diet Dr. Pepper (also Cherry Vanilla)

Dr. Pepper 10

Diet Sunkist

Diet Sun Drop

Diet 7-Up

Diet Pepsi (also Lime, Vanilla, and Wild Cherry)

Pepsi Max

Diet Sierra Mist (also Cranberry Splash and Ruby Splash)

Diet Mug Root Beer

Diet Mug Cream Soda

Diet Mountain Dew (also Code Red)

Diet A&W Rootbeer

Diet Stewarts Rootbeer

Diet Stewarts Orange and Cream

Schweppes Diet Ginger Ale

Snacks

RESH FRUIT AND VEGETABLES

Many varieties of fresh fruit and vegetables work well in refrigerated vending machines.

Examples include:

Apples (whole or sliced in packages)
Oranges (whole or sliced in packages)
Cut up fruit (melon, pineapple)
Berries
Grapes
Baby Carrots
Celery Sticks
Grape or Cherry Tomatoes

FRUIT CUPS

Fruit cups in single-serve cups with less than 250 calories

Del Monte

Diced Peaches, no sugar added
Diced Pears, no sugar added
Mixed Fruit, no sugar added
Mandarin Oranges, no sugar added
Pineapple Tidbits in 100% Juice

Dole

Cherry Mixed Fruit in 100% Juice
Diced Peaches in 100% Juice
Mixed Fruit in Sugar Free Cherry Gel
Mandarin Oranges in 100% Juice
Mixed Fruit in 100% Juice
Peaches in 100% Juice
Tropical Fruit in 100% Juice
Red Grapefruit Sunrise
Frozen Fruit Cups (Blueberry, Pineapple, and Sliced Strawberry)

Schwann's

Fruit to Go Cup

APPLESAUCE

Applesauce in single-serve pack with less than 200 calories

Matern

Go-Go Squeeze Applesauce on the Go (Apple Banana, Apple Cinnamon, Apple Peach, Apple Strawberry, Apple)

Musselman's

Natural

Totally Fruit Applesauce (Peach and Strawberry)

Motts

Natural

FRUIT SNACKS

Fruit snacks in single-serve packs with less than 200 calories and made from 100% fruit

Kettle Valley Fruit Snacks**Sensible Foods Snacks****Stretch Island**

Fruit Leather (Orchard Cherry, Abundant Apricot, Harvest Grape, Autumn Apple, Ripened Raspberry, Mango Sunrise, and Summer Strawberry)

DRIED FRUIT

Dried fruit in single-serve packs with less than 200 calories and no added sugars

Brothers-All-Natural

Fruit Crisps (Strawberry Banana, Fuji Apple, Asian Pear, Strawberry, Banana, Peach, Pineapple, Apple Cinnamon, Mixed Berry, and Mandarin Orange)

Sun-Maid

Raisins

Apricots

Pitted Plums

Fruit Bits

Apples

Mixed Fruit

Tropical Trio

Goldens (raisins) and Cherries

Azar Nut Co.

Raisins

Crispy Green

Crispy Fruit (Apple, Asian Pear, Banana, Mango, and Pineapple)

Crunchies Food Company

Freeze Dried Fruit (Cinnamon Apple, Mango, Mixed Fruit, Pear, and Pineapple)

Funky Monkey Fruit That Crunches

Freeze Dried Fruit (Applemon, Bananamon, Carnaval Mix, Jivealime, MangoJ, Pink Pineapple, and Purple Funk)

Bare Fruit

Apple Chips (Cinnamon Apple, Fuji Red, and Granny Smith)

YOGURT

Yogurts listed are 6 oz. servings or less (no more than 22g total sugar for 6 oz. serving)

Dannon

Light N' Fit (all flavors)
Oikos 0% Greek (all flavors)
Light & Fit 60 Calorie Packs (all flavors)
Activia Light (all flavors)

Yoplait

Light (all flavors)
Light with Fiber (all flavors)
Light Thick & Creamy (all flavors)
Greek 100 (all flavors)

Breyers

Light (all flavors)

Stonyfield

0% Fat, Smooth and Creamy (all flavors)
0% Fat, Fruit on the Bottom (all flavors)

Oikos 0% Greek (all flavors)
Low-fat, Smooth and Creamy (expect Peach)
Low-fat, Smooth and Creamy (except Mango
Honey)

Wallaby

Non-fat (all flavors)
Low-fat (only Key Lime and Vanilla Bean)
Low-fat Down Under (only Passion Peach)

Fage

Total 0% (except Honey)

Siggi's

Non-fat (all flavors)

Chobani

0% (all flavors)

NUTS/SEEDS/Nut Products

Nuts and seeds are 1 oz., unless otherwise noted

Blue Diamond

Almonds 100 Calorie Pack (Lightly Salted, Whole
Natural, Cinnamon Brown Sugar, Dark
Chocolate, Sea Salt, and Wasabi and Soy
Sauce)

Emerald Nuts

Almond 100 Calorie Packs (Dry Roasted, Cocoa
Roasted, and Natural)

Planters Peanuts

Dry Roasted
Honey Roasted
Salted

David

David in Shell Original Sunflower Seeds (Original,
Bar-B-Q, and Ranch, 1.75 oz.)

Azar Nut Co.

Peanuts (Roasted, Salted)
Pumpkin Seeds (Ranch)

Sunflower Kernels (Honey Roasted or Roasted and Salted)

Sunrich Natural

Chili Limon Pepitas Pumpkin Seeds
Blaze-In' Hot Sunflower Kernels
Lightly Salted Pepitas Pumpkin Seeds
Lightly Salted Sunflower Kernels

Kar's Nuts

Roasted, Salted Cashews
Salted Almonds
Salted Peanuts
Sunflower Kernels
Original Trail Mix

Mr. Nature

Salted Almonds
Salted Cashews
Salted Peanuts
Unsalted Trail
Fruit
Fat Free
Oriental Mix
Aloha Mix

GRANOLA & CEREAL BARS

Quaker Chewy

Chocolate Chip
Chocolate Swirl
Peanut Butter Chocolate Chip

Kashi TLC Chewy Granola Bars

Honey Almond Flax
Chewy Trail Mix
Cherry Dark Chocolate
Dark Mocha Almond
Peanut Butter

Kashi TLC Crunchy Granola Bars

Honey Toasted 7-Grain

Pumpkin Spice Flax
Roasted Almond Crunch

General Mills Cereal Pouches

Cinnamon Toast Crunch On-The-Go Pouch
Cinnamon Toast Crunch Crisps
Cocoa Puffs Cereal On-The-Go Pouch - Reduced
Sugar

Corazonas Foods

Corazonas All Natural Oatmeal Squares (Banana
Walnut, Blueberry, Chocolate Brownie
Almonds, Chocolate Chip, Cranberry Flax, and
Peanut Butter)

Luna

Vanilla Almond
Blueberry, Toasted
Nuts and Cranberry
Chocolate Raspberry
Dulce de Leche

Nature Valley Crunchy Granola Bars

Pop Tarts (single packet only)

Strawberry
Blueberry
Brown Sugar Cinnamon
Hot Fudge Sundae

Nabisco 100 Calorie Snacks (check labels)

GUM

Any sugar-free gum
Trident (sugar-free)
Stride (sugar-free)
Orbit (sugar-free)
Eclipse (sugar-free)
Extra (sugar-free)

COOKIES

Otis Spunkmeyer

Delicious Essential Reduced Fat 51% Whole Grain
Cookies, 1.5 oz. or less (Carnival, Chocolate
Brownie, Chocolate Chip, Oatmeal Raisin, and
Sugar)

Readi-Bake

1.2 oz. or less

51% Whole Grain ABC Graham Crackers
51% Whole Grain Dots Graham Crackers
51% Whole Grain Sports Graham Crackers

Barbara's Snackimals

Vanilla

CHIPS

1 oz., unless otherwise noted

Baked! Lays Potato Crisps (Original, BBQ, Sour Cream and Onion, and Southwestern Ranch)
Baked! Doritos Nacho Cheese
Baked! Tostitos Scoops!
Frito Lay Baked Chips
Doritos Reduced Fat (Cool Ranch, Spicy Sweet Chili, and Nacho Cheese)
Genisoy Soy Crisps
Michael Season's Baked Potato Crisps (Sweet Barbeque)
Popchips 0.8 oz bags (Barbeque, Cheddar, Jalapeno, Original, Parmesan Garlic, Salt & Pepper, Sea Salt & Vinegar, and Sour Cream & Onion)
Baked Wise Original
Dr Sears Whole Grain Popumz (BBQ, Ranch, and Cheddar)
Glenny's Whole Wheat Popped Crispy Chips (Sea Salt)
Stacy's Pita & Bagel Chips
Snikiddy Baked Fries
Flat Earth Chips
Quaker Tortillaz

CRACKERS

1 oz. unless otherwise noted

Wheat Thins Multigrain
Wheat Thins Hint of Salt
Wheat Thins 100-Calorie Pack
Cheez-It Reduced Fat Crackers
Keebler Graham Crackers

POPCORN & PRETZELS

1 oz. or less

Jonny Rapp's (Lite White Cheddar Popcorn and Lite White Popcorn)

Mini Pops Air Popped Sorghum Grain (Baby White Cheddar, Itty Bitty Butter, Subatomic Sea Salt)

Herr's Light Popcorn

Wise Reduced Fat Butter

Pirates Booty Popcorn (except Veggie & Pizza)

Newman's Own 94% Fat Free Popcorn

Snyder's (Old Tyme, Mini Pretzels, Pretzel Stix)

Entrees

Healthy Choice (some, but check labels)

Lean Cuisine (some, but check labels)

This list was modified from the National Alliance for Nutrition and Activity (NANA) vending machine standards.



Contra Costa County

Statement of Experience

SECTION A

Business Name: _____ Phone #: _____

Address: _____

City: _____ State: _____ ZIP: _____

Federal Tax ID #: _____ Business License #: _____

Business Status:

____ Non Profit Corporation

____ Corporation State of Incorporation: _____

____ General Partnership

____ Limited Partnership

____ Sole Proprietorship

Other: _____

Name and title of an Officer or owner authorized to sign this proposal and any contract with the County that may result.

Name: _____ Title: _____

SECTION B

Number of years in business under present business name: _____

Other Business Name(s): _____

Number of years under prior name if any: _____

SECTION C

Number of years of experience in providing required, equivalent, or related projects: _____

SECTION D

Similar projects completed during the last five years?

Period	Services	\$ Amount Paid	Location	Agency Name
1 -	_____	_____	_____	_____
2 -	_____	_____	_____	_____
3 -	_____	_____	_____	_____
4 -	_____	_____	_____	_____
5 -	_____	_____	_____	_____

SECTION E

Have you, or your agency failed or refused to complete a contract? YES No

If yes, explain: _____

SECTION F

Is your firm authorized to do business in the State of California? Yes No

SECTION G

Is your firm a State of California registered small business? Yes No

SECTION H

Is your firm local Business? _____ Yes _____ No

SECTION I

Explain any litigation similar to the services requested by this proposal involving you, or your agency, or any principle officer(s) thereof:

SECTION J

List the names and titles of the key personnel who would be assigned to the Project.

Name

Classification

<u>Name</u>	<u>Classification</u>
_____	_____
_____	_____
_____	_____
_____	_____

SECTION K

List all required business and professional licenses that pertain to this Project:

License Number

Type

Expiration Date

License Number	Type	Expiration Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION L

Do you and your agency agree to provide additional information as required by the County to make an informed determination of qualifications? _____ Yes _____ No

By signing this Statement of Experience, you are certifying that all information provided on this form and contained within your proposal are true, and you acknowledge that if the proposal contains any false statements, the County may declare any contract or agreement made as a result of the proposal to be void.

Signature: _____ Date: _____

Authorized Name: _____ Title: _____



Contra Costa County

Reference Form

Company Name:	Contact Person:
Address:	Tel. Number:
City, State, Zip:	Email Address:
Services Provided / Date(s) of Service:	

Company Name:	Contact Person:
Address:	Tel. Number:
City, State, Zip:	Email Address:
Services Provided / Date(s) of Service:	

Company Name:	Contact Person:
Address:	Tel. Number:
City, State, Zip:	Email Address:
Services Provided / Date(s) of Service:	



Contra Costa County

DOCUMENTATION OF SALES and COMMISSION PAID

Your Company Name Goes Here

The Percentage of commission will be 20% of total of net sales payable to Contra Costa Health Services (CCHS).

PROPOSED DOCUMENTATION OF SALES

Describe your method of documenting sales of vending products for the purpose of payment of commission to CCHS: ***Attach additional sheets as required***

Remarks (any remarks you would care to make)

Attach additional sheets as required

I certify that the statements made by me in my Proposal are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

I understand and agree misstatements / omissions of material fact may cause forfeiture of my rights to contract with Contra Costa County.

Name and Title

Authorized Name: _____ Title: _____

Signature: _____ Date: _____



Contra Costa County

ANTI-COLLUSION STATEMENT

By signing this form, the Bidder agrees that this quote is made without any other understanding, agreement, or connection with any person, corporation, or firm submitting a quote for the same purpose and that the quote is in all respects fair and without collusion or fraud,

IT IS AGREED BY THE UNDERSIGNED BIDDER, THAT THE SIGNING AND DELIVERY OF THE QUOTE REPRESENTS THE BIDDER'S ACCEPTANCE OF THE TERMS AND CONDITIONS OF THE FORGOING SPECIFICATIONS AND PROVISIONS, AND IF AWARDED, THIS CONTRACT WILL REPRESENT THE AGREEMENT BETWEEN THE BIDDER AND THE COUNTY.

NAME OF FIRM: _____

[Sign in ink in the space provided below]

SIGNED BY: _____

TITLE: _____

ADDRESS: _____

CITY & STATE: _____

TELEPHONE: _____



Contra Costa County

Immigration Status Form

I hereby attest that all workers on this Project shall be either citizens of the United States or shall be in a proper and legal immigration status that authorizes them to be employed for pay within the United States.

Firm Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Authorized Name: _____ Title: _____

Signature: _____ Date: _____

Witness: _____