

## Repair Parts for Food Service Equipment

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Repair Parts for Food Service Equipment for UConn Dining Services.

<b>Open</b>	12/3/2018 2:30 PM EDT	<b>Type</b>	Purchasing- Invitation to Bid
<b>Close</b>	1/9/2019 2:00 PM EDT	<b>Number</b>	CK120318
		<b>Currency</b>	US Dollar

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### Contacts

**Kristin Allen**[kristin.allen@uconn.edu](mailto:kristin.allen@uconn.edu)

Phone +1 860-486-0970

**Carleen Keith**[carleen.keith@uconn.edu](mailto:carleen.keith@uconn.edu)

Phone +1 860-486-7931

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### Commodity Codes

Commodity Code	Description
211	Food Equipment and Supplies

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### Description

#### Intent to Bid Directions:

Suppliers intending to bid must read and follow the proposal Submittal Instructions provided at the end of the Description Content.

#### About UConn - General:

The University is a Land, Sea, and Space Grant consortium institution, which occupies over 4302 acres, enrolling over 30,000 students for the academic year of 2016-2017. The total construction-related budget for fiscal year 2014 was \$2.1 billion dollars and on-going initiatives include UCONN 2000 & 21st Century UConn, Next Generation Connecticut, and Bioscience Connecticut. The main campus is located in Storrs, Connecticut and regional campuses located throughout Connecticut. Regional campuses include Avery Point in Groton, Stamford, Waterbury, and Hartford. Its academic health center, UConn Health, is located in Farmington, Connecticut. The UConn School of Law is located in West Hartford, Connecticut. Detailed University demographics are available via the following link: [2018 Fact Sheet](#).

#### Scope of Work:

The University of Connecticut, Division of Dining Services is seeking bids from experienced and qualified vendors to establish a University contract for Food Service Repair Parts, as well as all necessary informational support for the University's Dining Services Department on an "as needed" basis. This RFQ will NOT include repair services. Although the majority of supplies will be required at the Storrs campus, vendors should be prepared to meet the needs of the University's regional campuses located at; Avery Point, Hartford, Waterbury, and Stamford.

The award items provided under the resulting contract(s) shall be high quality and manufactured from the best materials. The successful companies shall offer and provide a variety of options in their response so as to provide a wide choice for consideration by the University.

In soliciting bids, it is the University's intent to establish multiple sources for these items if, in the University's opinion, savings can be realized by using additional service providers, the University will reserve the right to do so. The University reserves the right to award and place orders in any manner deemed by the University to be in its best interest. The establishment of this contract with vendor(s) will be all inclusive of all offerings by the awarded vendor(s) as they become available during the life of the contract.

**Contract Term:**

Initial term of three (3) years, plus two (2) additional one (1) extensions, or any part or combination thereof, for a total potential contract terms of five (5) years.

**Submittal Instructions:**

There are a number of sections within this bid that requires your attention.

1. Prerequisites- If there are any forms or questions within this section they are required fields.
2. Buyer Attachments- These will be attachments related to the bid.
3. Questions- This section is a point by point response to a number of content including Scope of Work, References, Terms and Conditions, Contract Requirements and Required Submittals.
4. Additional Item Field- If applicable please provide any required information.
5. Items- If applicable please provide any required pricing information.

**Point of Contact & Communication:**

Upon formal issuance of a Sourcing Event, the University and Proposer(s) will cease all informal communications relevant to the Sourcing Event. All communications and/or inquiries regarding this Sourcing Event must be directed to the contact person identified within. All questions must be submitted through this portal. Upon Sourcing Event status change with the selected Proposer(s), all other Proposers will be notified as to their Sourcing Event status, or when the University formally rejects all proposals and cancels the Sourcing Event process. Failure to adhere this provision may result in a Proposer being declared ineligible, proposal rejection, or Sourcing Event cancellation. The University will not respond to any request for clarification received after the Deadline for Proposer Questions has expired.

Under no circumstances, may any proposer or its representative contact any employee or representative of the University regarding this Sourcing Event prior to the closing date. Strict adherence to this important procedural safeguard is required and appreciated. Any violation of this condition may result in proposer being considered as non-compliant and ineligible for award.

**Questions and Answers:**

Please submit all questions through this portal . All Questions and answers will be managed through this portal. Question and answers are incorporated into the Sourcing Event and may be incorporated along with the Sourcing Event into any resulting contract. Failure of a Proposer to not acknowledge the Questions and Answers shall not relieve the Proposer of any responsibility for complying with the terms thereof.


**Supplier Diversity:**

The University of Connecticut is committed to providing a professionally inclusive environment within which small and minority businesses are encouraged to participate in the procurement experience, as they are afforded equal access to the bid process that transfers goods and services to the campus communities. As such, we encourage participation by Small (SBE), Minority-Owned (MBE), Woman-Owned (WBE) businesses, and businesses owned by persons with a disability (DisBE), certified as such by the State of Connecticut's Department of Administrative Services (DAS) Supplier Diversity Division, pursuant to Connecticut General Statute 32-9e. Additionally, the University encourages Connecticut-based businesses to participate within this public bid process.

To become a DAS-Certified S/M/W/DisBE, your company must meet the qualifications as determined by legislation, under §4a-60g of the Connecticut General Statutes (CGS). For further information, please visit this website: <https://portal.ct.gov/DAS/Services/Licensing-Certification-Permitting-and-Codes/Small-Minority-Business-Center> or contact the DAS Supplier Diversity Division (Set-Aside Program) at (860) 713-5057. To learn about the University of Connecticut's Supplier Diversity Program (USDP), please visit <http://supplierdiversity.uconn.edu>, or contact the USDP by e-mail at [supplierdiversity@uconn.edu](mailto:supplierdiversity@uconn.edu) or by phone at (860) 486-2614.

### **About Dining Services:**

The University of Connecticut, Department of Dining Services provides meals to approximately 11,000 resident students, seven (7) days a week. Facilities include eight (8) dining hall locations around that perimeter of the campus, a football training facility, nine (9) cafes, a multi-unit food court, a restaurant, a central production kitchen, a central bakery, a catering facility, one (1) convenience store and two (2) food trucks as well as a Gluten Free Bakery and Commissary Warehouse. Dining Services also has locations at the Avery Point, Waterbury and Hartford Law branches. During the school year, approximately 180,000 meals are served weekly for an annual total of approximately 5.75 million meals.

 Required to View Event

### **Prerequisites**

★ Required to Enter Bid

There are no Prerequisites added to this event.

### **Buyer Attachments**

There are no Buyer Attachments added to this event.

### **Questions**

★ Required Questions

Group 1.1:	Scope of Work, Manufacturers and Pricing	
1.1.1	The proposer can offer a wide variety of repair items on an as-needed basis.	★
1.1.2	The proposer must be flexible and responsive enough to work with UConn representatives to ensure that the parts provided are of the best quality, longest lasting and are delivered in a timely manner.	★
1.1.3	The proposer must provide a discount to each of the manufacturers that they carry listed below. Please provide the discount offered for each manufacturer and any relative information in the text provided.	★
1.1.4	Adamation	
1.1.5	Alto Sham	
1.1.6	Amana	
1.1.7	APW/Wyatt	
1.1.8	Artic Air	
1.1.9	Atlas Metal	
1.1.10	Auto Bag	

1.1.11	Avtec
1.1.12	Bakers Pride
1.1.13	Blickman
1.1.14	Blodgett
1.1.15	Bunn
1.1.16	Caddy
1.1.17	Champion
1.1.18	Cleveland
1.1.19	Cooper Atkins
1.1.20	Crescor
1.1.21	Delfield
1.1.22	Doyan
1.1.23	Edlund
1.1.24	Everpure
1.1.25	Follet
1.1.26	Frymaster
1.1.27	Garland
1.1.28	Gaylord
1.1.29	Generic Parts.
1.1.30	Globe
1.1.31	Groen
1.1.32	Hallde
1.1.33	Hatco
1.1.34	Hobart
1.1.35	Hobart Cooking (G.E. Commercial)
1.1.36	Holman
1.1.37	Hoshizaki
1.1.38	Hussman
1.1.39	Irinox
1.1.40	Jade
1.1.41	Keating
1.1.42	Kelvinator
1.1.43	Lincoln (impingers)
1.1.44	Manitowoc
1.1.45	Meiko
1.1.46	Merry Chef
1.1.47	Middleby
1.1.48	Northland
1.1.49	NuVu
1.1.50	Randell
1.1.51	Rational
1.1.52	Revent
1.1.53	Robot Coupe
1.1.54	Salvajor
1.1.55	Scottsman
1.1.56	Silver King
1.1.57	Somat
1.1.58	Southbend
1.1.59	St.

- 1.1.60 Taylor
- 1.1.61 Toastmaster
- 1.1.62 Traulsen
- 1.1.63 Traycon
- 1.1.64 TRUE
- 1.1.65 Turbochef
- 1.1.66 Vitamix
- 1.1.67 Vollrath  
(warming equipment)
- 1.1.68 Vulcan Hart
- 1.1.69 Waring
- 1.1.70 Weber
- 1.1.71 Wells
- 1.1.72 Woodstone
- 1.1.73 Please upload a file with any additional manufacturers and discounts that are being offered in your proposal not previously listed.

**Group  
2.1:**

**Form of Proposal**

- 2.1.1 Proposer understands that the University reserves the right to reject any and all proposals, waive irregularities or technicalities in any offer, and accept any offer in whole or in part which it deems to be in its best interest. ★
- 2.1.2 Proposer hereby certifies: (a) that this proposal is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation; (b) that the proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham bid; (c) that the proposer has not solicited or induced any person, firm or corporation to refrain from bidding; and (d) that the proposer has not sought by collusion to obtain any advantage over any other proposer or over the University. ★
- 2.1.3 Proposer agrees that the response to this proposal is a legal and binding offer and the authority to make the offer is vested in the signer. Minor differences and informalities will be resolved by negotiation prior to acceptance of the offer. ★
- 2.1.4 Is proposer currently a State of Connecticut Small Business Enterprise and certified with the State of CT Department of Administrative Services? ★
- 2.1.5 Please acknowledge by entering "Agree" for payment terms of 2% 15 days, Net 45 days or provide alternate payment terms. ★
- 2.1.6 Sales Representative Contact Information - please include name, telephone #, email address and attach resume. ★
- 2.1.7 Confidential Information: The University treats Proposals as confidential until after the award is issued. At that time they become subject to disclosure under the Freedom of Information Act. If a bidder wishes to supply any information, which it believes is exempt from disclosure under the act, said bidder should summarize such information in a separate file, upload here and mark as Confidential. However, any such information is provided entirely at the bidder's own risk and the University assumes no liability for any loss or damage which may result from the University's disclosure at any time of any information provided by the bidder in connection with its proposal. ★
- 2.1.8 Freedom of Information: The University is subject to the CT Freedom of Information Act, found in Chapter 14 of the CT General Statutes. Two exceptions may apply are as follows: (1) Conn. Gen. Stat. sec. 1-210(b)(24) permits the University to withhold records related to the procurement process while bidding and contract negotiations are underway (this moratorium is temporary and lasts only until the contract has been executed or negotiations are abandoned); and Conn. Gen. Stat. sec. 1-20(b)(5) permits the University to withhold records in its possession in the event they contain trade secrets (or really any intellectual property). In the event that the University determines that Conn. Gen. Stat. sec. 1-210(b)(5) may apply to a given request for the records in questions, the responsibility to substantiate claims that said would reveal trade secrets and meet the exemption requirements would need to be borne by the owner of said trade secrets, not the University. ★
- 2.1.9 Conflict of Interest: The bidder shall disclose and identify to the University, with its proposal, any relationships, which may constitute a potential conflict of interest with the University of Connecticut Procurement Services Department, or any other University organizations or departments for the purpose of determining whether a conflict of interest exists. All such disclosures require acceptance/approval action on the part of the University, who shall determine, in its sole discretion, whether an impermissible conflict exists. ★

- 2.1.10 Ethics and Compliance Reporting/Whistleblower Protection: The Office of University Compliance is responsible for handling anonymous ethics and compliance reporting. As a provider of goods and/or services to the University, you are hereby required to notify your employees, as well as any subcontractors, who are involved in the implementation of this contract, of this reporting mechanism. Any person who is aware of unethical practices, fraud, violation of state laws or regulations, or other concerns relating to University policies and procedures can report such matters anonymously using the information provided on their website at <https://compliance.uconn.edu> ★
- 2.1.11 Communications: All formal communications in regards to this solicitation must be in writing in the portal. Until the time when the University posts notification of intent to award; all communications in regards to this solicitation must be sent to the Procurement representative via email. Failure to adhere to this provision may result in a proposer being declared ineligible, proposal rejection, or solicitation cancellation. ★
- 2.1.12 Unless specifically authorized in writing by the University's Communications Department on a case by case basis, the Contractor shall have no right to use, and shall not use, the name of the University of Connecticut, its officials or employees, or the Seal of the University, a) in any advertising, publicity, promotion; nor b) to express or imply any endorsement of Contractor's products or services; nor c) to use the name of the state, its officials or employees or the University seal in any manner (whether or not similar to uses prohibited by subparagraphs (a) and (b) above) except only to manufacture and deliver in accordance with this agreement such items as are hereby contracted by the University. ★
- 2.1.13 The proposing vendor must certify that no elected or appointed official or employee or student of the University has benefited, or will benefit financially or materially from the proposed services. The University may terminate any contract resulting from this bid, if it is determined that gratuities of any kind were either offered to, or received by, any University officer or employee contract to this policy. The authorized signatory of a submitted proposal automatically attests this to be true. (See also Attachment of Governor Rell's Memo to Vendors Conducting Business with the State of Connecticut). The laws of the State of Connecticut provide it is a felony to offer, promise or give anything of value or benefit to a State employee with intent to influence that employee's acts, opinion, judgment or exercise of discretion with respect to that employee's duty. Evidence of violation of this statute will be turned over to the proper prosecuting attorney. See Code of Ethics in CT ★

**Group 2.2:**

**Standard Contract Terms and Conditions**

- The following terms and conditions will govern in the submission and evaluation of proposals and the award of a contract. Bidders are requested to carefully review the terms and conditions, as they will become part of any subsequent agreement and award process.
- 2.2.1 Contract Status: The response to this solicitation will be considered an offer to contract. Final negotiations on the highest evaluated offer will be conducted to resolve any differences and informalities. After final negotiations, the University will issue an acceptance of the proposal offer. ★
- 2.2.2 Contract Modification: All changes to the contract must be agreed to, in writing, by both parties prior to executing any change. ★
- 2.2.3 Contract Assignment or Subcontract: The resulting contract shall not be assigned, transferred, or sublet in whole or in part without the prior written approval of the University. ★
- 2.2.4 Notification of Selected Firm: All Proposers will receive written notification of the selected firm after the evaluation committee has approved their selection. ★
- 2.2.5 Contract Commencement: The contract will commence upon execution and final approval by the Office of the Attorney General. The Project covered under the contract will be based on the specific University requirements or requests. The University can neither project nor guarantee a specific volume of business over the term of any contract that may result from this solicitation. ★
- 2.2.6 Ownership of Subsequent Samples: Any product, whether acceptable or unacceptable, developed under a contract awarded as a result of this RFP shall be the sole property of the University unless otherwise stated in the contract. ★
- 2.2.7 Samples: The quality of accepted samples does not supersede the specifications for quality in the RFQ unless the sample is superior in quality. All deliveries shall have at least the same quality as the accepted sample. ★
- 2.2.8 Samples: Samples shall be furnished free of charge. Bidders must indicate if return of any sample is desired. The University shall comply with such request provided samples are returned at bidder's sole cost and expense, FOB Bidder's destination, and that they have not been made useless by testing. If they are useless by testing, the State may dispose of the samples as it deems to be appropriate. Samples may be held for comparison with deliveries. ★
- 2.2.9 If the vendor fails to deliver or has delivered nonconforming goods, the University shall provide a cure notice as soon as discrepancy is identified. The vendor shall have up to ten (10) business days to correct the deficiency. If the vendor continues to be in default, Procurement will have the right to procure the correct goods from another source and charge ★

2.2.10	Prices will include delivery and transportation charges fully prepaid F.O.B. DESTINATION. No extra charges for shipping, gas surcharges or any other such fees shall be applicable. Pricing after manufacturer discount is final.	★
<b>Group 2.3:</b>	<b>State of Connecticut Terms and Conditions</b>	
2.3.1	Please indicate that your firm agrees to all the State of Connecticut terms and conditions found at this website: <a href="http://contracting.uconn.edu/terms-and-conditions">http://contracting.uconn.edu/terms-and-conditions</a> . If your firm disagrees to any, please choose disagree and provide explanation and/or alternate language in the next line.	★
2.3.2	Please provide your exceptions to the State of CT terms and conditions as well as explanation and/or alternate language (if applicable).	
<b>Group 2.4:</b>	<b>Delivery Requirements</b>	
2.4.1	Delivery Requirements: The University is in the midst of an ambitious, campus-wide building campaign which has resulted in the closing and/or relocation of roads and driveways through the Storrs campus, often times resulting in traffic congestion and making access to buildings and parking at the University difficult. To safeguard the students, faculty and staff, as well as the aesthetic beauty of the University, all bidders are reminded that the following rules and considerations will be required when making deliveries to any University of Connecticut campus: Driving speeds on campus must be kept at a maximum of 25 mph to ensure maximum safety. Pedestrians have the right of way at all times.	★
2.4.2	All traffic signs, lights or other indicators are to be obeyed. This is of utmost importance given the amount of construction and pedestrians on campus.	★
2.4.3	It is required that deliveries to any dining facility loading dock be made utilizing a maximum sized 24', 6 wheel truck. To facilitate other deliveries, it is imperative delivery trucks have the capability to off load large quantities (pallets) in short periods of time. No trailers are allowed.	★
2.4.4	Driving on sidewalks, unless otherwise posted, is forbidden. Violators will be tickets and chronic violators may be barred from doing business with the University. In those areas where sidewalk driving is permitted and required, drivers must employ adequate skills so as to avoid driving on adjacent green spaces.	★
2.4.5	Queuing up on sidewalks or in traffic lanes to await load zone access is not permitted as this poses a safety hazard to pedestrians and other vehicular traffic.	★
2.4.6	Drivers are required to shut off engines while making deliveries to loading zones.	★
2.4.7	Pallets will be picked up a daily basis.	★
<b>Group 3.1:</b>	<b>Affidavits and Certifications</b>	
3.1.1	Form 1 Gift and Campaign Contribution Certification, please download, complete and attach <a href="http://www.ct.gov/opm/lib/opm/OPM_Form_1_Gift_and_Campaign_Contribution_Certification_3-28-14.pdf">http://www.ct.gov/opm/lib/opm/OPM_Form_1_Gift_and_Campaign_Contribution_Certification_3-28-14.pdf</a>	★
3.1.2	Form 5 Consulting Agreement, please download, complete and attach <a href="http://www.ct.gov/opm/lib/opm/OPM_Form_5_Consulting_Agreement_Affidavit_3-28-14.pdf">http://www.ct.gov/opm/lib/opm/OPM_Form_5_Consulting_Agreement_Affidavit_3-28-14.pdf</a>	★
3.1.3	Non-Discrimination Certification <a href="http://www.ct.gov/opm/cwp/view.asp?a=2982&amp;Q=390928">http://www.ct.gov/opm/cwp/view.asp?a=2982&amp;Q=390928</a>	★
<b>Group 3.2:</b>	<b>Additional Required Forms and Acknowledgements</b>	
3.2.1	Bidder Contract Compliance Monitoring Report <a href="http://www.ct.gov/chro/lib/chro/pdf/notificationtobidders.pdf">http://www.ct.gov/chro/lib/chro/pdf/notificationtobidders.pdf</a>	★
3.2.2	SEEC Form 10 Acknowledgement of Receipt <a href="http://www.ct.gov/seec/lib/seec/forms/contractor_reporting_/seec_form_10_final.pdf">http://www.ct.gov/seec/lib/seec/forms/contractor_reporting_/seec_form_10_final.pdf</a>	★
3.2.3	Please acknowledge you have read and will comply with the University's Vendor Code of Conduct located at: <a href="http://policy.uconn.edu/2013/02/12/vendor-code-of-conduct/">http://policy.uconn.edu/2013/02/12/vendor-code-of-conduct/</a>	★
3.2.4	CT Economic Impact Form <a href="http://www.biznet.ct.gov/SCP_Documents/Groups/1/Connecticut_Economic_Impact_Form_(DAS-46).pdf">http://www.biznet.ct.gov/SCP_Documents/Groups/1/Connecticut Economic Impact Form (DAS-46).pdf</a>	★
3.2.5	Non-Collusion Affidavit: Please download and sign, then upload the signed copy.	★
3.2.6	State Ethics Policy - Vendors Conducting Business with the State of Connecticut. Please review this policy.	★
<b>Group 4.1:</b>	<b>Connecticut Colleges Purchasing Group (CCPG)</b>	

4.1.1

Although this contract is being established for the University of Connecticut, these services may be extended to the Connecticut College Purchasing Group (CCPG) member institutions. If the proposer chooses to offer the same proposal to all CCPG members, all spend by CCPG members under this contract shall be reported to the University on a quarterly basis. Volume and tiered discounts and rebates shall take into account the aggregate spend of all users of the resulting contract, including but not limited to CCPG members and/or other agencies. ★



**Product Line Items**

★ Product Line Items

There are no Items added to this event.

**Service Line Items**

★ Service Line Items

There are no Items added to this event.