

ROCKWOOD SCHOOL DISTRICT  
SMALL FARM PRODUCE GENERAL CONDITIONS

**July 1, 2017 – June 30, 2018**

For this bid a small farm will be defined as less than 200 acres. Farm must be within 125 miles of Wildwood, Missouri and available for tours/visits by RSD staff. Farmer will accompany staff for no additional charge.

1. Each delivery must be accompanied by a legible delivery ticket. Successful bidder will provide the Child Nutrition Services office with a computerized weekly statement. **Payments are made monthly after approval from the board. There are no exceptions.** Board meetings are typically held the third Thursday of the month.
2. Bids are subject to all of the foregoing terms and the bid conditions.
3. No delivery or fuel charges will be paid by Rockwood Child Nutrition Services.
4. Deliveries are required Monday through Friday between 7:00 A.M. and 3:00 P.M. at the warehouse located at 17146 Manchester Road, Wildwood, MO 63040. If inclement weather forces cancellation of a school day, the supplier will be informed by public radio or television before 7:00 A.M. on that day.
5. Produce must be delivered within 24 hours after harvest and be of top quality. Bid will be awarded based upon the school district's needs.
6. **Please provide the type of produce offered each month, the minimum order requirement, how to order from your farm and pricing if available.**
7. You must be familiar with GAP (Good Agricultural Practices):  
<http://www.ams.usda.gov/AMSV1.0/ams.fetchTemplateData.do?template=TemplateN&page=GAPGHPAuditVerificationProgram>
8. It is the policy of the Rockwood School District to give preference to commodities manufactured, mined, produced, grown or otherwise substantially originated within the state of Missouri and to give preference to all firms, corporations, or individuals doing business as Missouri entities when quality, delivery and price are approximately the same.
9. The successful bidder shall provide a certificate of insurance for general liability, including product liability in the amount of \$100,000/\$300,000 for the school year. This certificate will be required within 30 days of award of bid.
10. Purchases made by Rockwood School District are not subject to state or local taxes. The official tax exemption letter will be furnished upon request.
11. The Board of Education reserves the right to terminate the contract at any time for due cause, which shall include such reasons as unsatisfactory service or subquality product.

Bidding Company:\_\_\_\_\_ Authorized Signature:\_\_\_\_\_  
Address:\_\_\_\_\_  
Phone:\_\_\_\_\_ Email:\_\_\_\_\_