



**PARKS AND RECREATION DEPARTMENT
WACKFORD COMMUNITY & AQUATIC COMPLEX**

9014 Bruceville Road
Elk Grove, CA 95758

(916) 405-5600
Fax (916) 405-5659
www.yourcsd.com

REQUEST FOR BIDS

This is NOT an Order

DATE: January 17, 2012

TO: ALL PROSPECTIVE BIDDERS

BIDDING ANNOUNCEMENT: PIZZA CONCESSIONAIRE WITH DELIVERY SERVICES

The Cosumnes Community Services District, a special district local government agency serving Elk Grove is seeking competitive bids for a **pizza concessionaire with delivery services** for the **2012 Summer Sports, Pool and Birthday Party Concessions** at the Wackford Aquatics Complex (9014 Bruceville Road) and Bartholomew Sports Complex (10150 Franklin High Rd.).

This bid selects the exclusive provider of pizza for the concession stands at both locations above and the pool party program operated at the Wackford Aquatic Complex during the 2012 operating season (May 26 – September 2, 2012). Over the past two years, the CSD has purchased an average of 1090 pizzas per season under similar agreements.

The CSD is dedicated to the principles of competition and fairness. The District is committed to ensuring that local taxpayers receive the maximum value for every District expenditure. Toward that goal, we encourage qualified vendors to participate in doing business with the CSD.

SUBMIT A BID

All bids must be received by Tom Hellmann, CSD Recreation Supervisor, by **3:00 pm TUESDAY, January 31**. FAX, e-mail, mailed, or hand delivered bids will be accepted. It is the responsibility of the bidder to verify the receipt of this bid by the scheduled deadline date.

BID DEADLINE: TUESDAY, January 31, no later than 3:00 pm

Return Your Bid to:

Cosumnes Community Services District
Parks and Recreation Department
9014 Bruceville Rd.
Elk Grove, CA 95758
(916) 405-5657 FAX
TomHellmann@csdparks.com
Attn: Tom Hellmann, Recreation Supervisor I

SPECIAL REQUIREMENTS:

- Bidder must offer the District a discounted price for the purchase of each extra large (XL) cheese or pepperoni pizza.
 - Each pizza purchased for birthday parties will be cut into 12 slices
 - Each pizza purchased for concessions will be cut into 8 slice, unless specified by District otherwise.
- Bidder must offer extra large (XL) specialty pizzas (specifically vegetarian, Hawaiian style, and combination) at an additional discounted rate.
- Bidder must offer personal sized cheese or pepperoni pizza at a discounted rate.
- Bidder must offer regular breadsticks and cheesy breadsticks for a discounted rate.
- There is no limit to the amount of pizza or breadsticks that can be purchased for these prices.
- Discounted rates accepted through the award of this bid must also be honored for other CSD Parks and Recreation Department orders.
- Bidder will not charge a delivery fee for pizzas. District will not be responsible for tipping delivery drivers.
- Deliveries for pool party pizzas are expected to arrive within the requested time to ensure that CSD guests receive their food at the scheduled time.
- Pizzas are expected to be delivered with consistency and quality. Should a pizza fall below these standards, the District reserves the right to refuse the delivery and request replacement pizzas.
- The successful bidder will invoice the District monthly for all pizza purchased each week. Payment of these invoices will occur within 30 days of receipt of the invoice.
- The successful bidder will provide the District with a credit equivalent to the dollar value of the partner benefits proposed by the District.
- The successful bidder will provide the District with a high resolution file of their business logo for use in District marketing materials.

PARTNER BENEFITS

Doing business with the CSD yields both financial and marketing benefits for the successful bidder. With an estimated 125,000 guests visiting the Wackford Aquatics Complex each summer, the partnership offers a value of **\$5,340** in marketing exposure to the successful bidder through brand inclusion in the following:

- Signage at the Aquatics Concession stand
- Logo inclusion in CSD Summer Activity Guide (55,000 circulation)
- 1,000 birthday party package fliers

- Logo and web link on CSD Pool Party web page
- Opportunity to provide store coupons at the aquatics registration counter. Coupons to be provided by the retailer.

NOTE: The successful bidder will be expected to provide the District with a store credit equivalent to the dollar value of the partner benefits offered by the District **(\$5,340)** good for use at the District's discretion until December 31, 2012.

BID AWARD

Notification of the bid award will be made by e-mail to all bidders by February 10, 2012. The successful bidder will enter into a professional services agreement with the CSD for 2012 with the opportunity to renew the agreement for two additional years upon satisfactory completion of the first year.

All contracted vendors are required to provide a certificate of insurance comprehensive general or comprehensive personal liability coverage for a minimum of \$1,000,000 Per Occurrence, \$2,000,000 Aggregate naming the Cosumnes Community Services District additional insured. The certificate must name: Cosumnes Community Services District, 8820 Elk Grove Blvd. Elk Grove, CA 95624. The following statement must appear on the certificate: "Additional Insured Endorsement names the Cosumnes Community Services District its directors, agents, or employees are included as additional insured."

QUESTIONS ABOUT THE BID

If you have any additional questions during the bidding process, please contact Tom Hellmann at (916) 405-5631 or TomHellmann@csdparks.com.

Return Your Bid to:

**Cosumnes Community Services District
Wackford Aquatics Complex**
Parks and Recreation Department
9014 Bruceville Rd
Elk Grove, CA 95758
(916) 405-5659 FAX
tomhellman@csdparks.com
Attn: Tom Hellman, Recreation Supervisor

REQUEST FOR BIDS

**PIZZA CONCESSIONAIRE
WITH DELIVERY SERVICES**

This is NOT an Order

DATE: January 17, 2011

BID DEADLINE: TUESDAY, JANUARY 31, 3:00 pm

BID SPECIFICATIONS

Please submit a bid that meets and/or exceeds the attached bid specifications:

Item #	Description	Unit Price
1	Extra large (XL) Cheese or Pepperoni Pizza	\$
2	Extra large (XL) Specialty Pizza (Vegetarian, Hawaiian, Combo)	\$
3	Personal sized Cheese or Pepperoni Pizza	\$
4	Regular breadsticks	\$
5	Cheesy breadsticks	\$

The undersigned offers and agrees to furnish the above articles and/or services at the prices and terms stated in the specifications of this bid.

Company Name: _____

Address: _____

Contact Name (print): _____

Phone: _____ **E-mail:** _____

For More Information, contact:

Tom Hellman at (916) 405-5631 or tomhellman@csdparks.com