



**Office of Purchasing and Supply Services
Louis Wilson, Sr., Facilities Administration Building
13300 Old Marlboro Pike, Room 20
Upper Marlboro, MD 20772
Tel: 301-952-6560 Fax: 301-952-6605**

NOTICE OF CONTRACT AWARD

September 22, 2021

**H & S Bakery, Inc.
601 South Caroline Street
Baltimore, MD 21231
Tel: 410.668.8200 x 5625
Contact Person: Cinnamon O'Connor
Email: coconnor@schmidtbaking.com**

**Buyer: Angela Queen/DF
Telephone: 301.952.6560
Fax: 301.952.6605
Email: pg_angela.queen@pgcps.org**

SUBJECT: IFB 016-21 Fresh Bread

H & S Bakery, Inc. has been selected as the vendor to provide services in accordance with the above-mentioned project. This contract sets-forth the terms and conditions and is provided for your review and acceptance. Any changes or additions made by your company must first be accepted by the Purchasing Division before the contract is valid.

The intent of this contract is to provide the Board with an expedited means of procuring supplies and/or services at the lowest cost. This contract is for the convenience of the Board and is considered by Purchasing Department to be a "Non-Exclusive" use contract. The Board does not guarantee any usage. The Board will not be held to purchase any particular Brand, in any groups, prices or discount ranges, but reserves the right to purchase any item/items listed in the price schedule submitted.

Until the contract is signed by **H & S Bakery, Inc.** and the BOARD, authorization for commence to service sites on behalf of the contract is forbidden. Please sign below and return all documents to the PURCHASING OFFICE within Five (5) business days. Failure to sign the contract award and return all required documents within the specified time, shall rule your offer null and void and, therefore, award shall be made to the next low responsive bidder.

CONTRACT TERM

The term of the contract will be from **October 01, 2021 through September 30, 2024.**

OPTION TO RENEW CONTRACT

Upon satisfactory service and by mutual agreement the BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY reserves the right to renew the contract. The term of renewal shall not exceed two (2) additional one (1) year periods.

CONTRACT AWARD ESTIMATED AMOUNT

The estimated amount of award is:

See Attached Rates

THIS NOTICE OF AWARD IS NOT AN ORDER TO COMMENCE SERVICE/WORK OR TO MAKE DELIVERIES at this time. Commence service/work/deliveries only after receipt of a purchase order(s) signed by the Purchasing Agent.

ALL PURCHASE ORDERS placed throughout the terms of the contract will require delivery/service in accordance with the offered time(s).

LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

AVAILABILITY OF FUNDS

The contract shall be deemed executory only to the extent of appropriations available to the BOARD for the purchase of such articles. The obligation of the BOARD on all contracts, including those which envision funding through current and successive fiscal years, shall be contingent upon actual Board appropriations for the fiscal year(s) involved.

This notice of award, plus the solicitation, your offer and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **Notice of Award** for all applicable terms and conditions.

FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS

Employees Having Direct Contact with and/or Uncontrolled Access to Students:

- A. Any and all current and future employees of the Vendor who have direct contact with students must have a fingerprinting criminal background check conducted by the Maryland Criminal Justice Information System (CJIS) and the FBI, a Child Protective Services clearance conducted by the Prince George's County Department of Social Services, and complete the Safe Schools training module – *Prince George's County Child Abuse: Mandatory Reporting* and any other required training as appropriate.
- B. All background checks must be completed 15 business days prior to beginning work in and around PGCPS property or engaging in any authorized activities involved PGCPS students. The background checks must be completed by the Fingerprinting Office in the Sasscer Administrative Building or by the PGCPS satellite fingerprinting offices located in Prince George's County. No person may begin working in PGCPS until 15 days after completing the background clearance process (fingerprint and CPS) and required online training through Safe Schools.
- C. Prior to initiating any work at a school building, current and future employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and instructors of the Vendor must sign in and sign out via the Raptor Visitor Management System, which requires a copy of their government issued identification.
- D. Pursuant to Md. Education Code Ann. §6-113.2 (Code), a contractor of a Board of Education who provides a services to a school or the students of a school shall meet the requirements set forth for screening its employees assigned to work at a school site to determine whether such employees have a history of child sexual abuse and/or sexual misconduct. Consultant shall be solely responsible for completing the screening set forth in the Code, shall maintain records of employee screenings, and shall make such records available to PGCPS upon request.

Restrictions on Employee Assignments:

Vendors are prohibited from assigning the following persons from working at a PGCPS location:

- A. Registered sex offenders (Maryland Code, Criminal Procedure Article Section 11-722)
- B. Individuals convicted of a crime involving third or fourth degree sexual offense under sections 3-307 or 3-308 of the Criminal Law Article; child sexual abuse under Section 3-602 of the Criminal Law Article; a crime of violence as defined in Section 14-101 of the Criminal Law Article; or comparable offenses in another state. (Annotated Code of Maryland, Education Article Section 6-113)
- C. Individuals identified as an alleged abuse or neglect or following completion of a Child Protective Services investigation with a finding of “indicated” child abuse or neglect.

CRIMINAL BACKGROUND CHECKS**1. GENERAL PROVISIONS**

- A. It is the responsibility of the Vendor to make certain that its employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and any instructors meet the background check and training requirements specified below.
- B. The Vendor agrees to provide the designated PGCPS representative with a list of all current employees and an immediate update of changes in personnel, employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff and any instructors. All correspondence should include the following information as applicable:
 - i. title of the project
 - ii. school/office
 - iii. solicitation number
 - iv. contract number; and
 - v. PGCPS representative/project manager
- C. An Executed Contract will not be issued by the PGCPS Purchasing Department until proof has been provided that the background check and training requirements below have been completed 15 days following the issuance of Notice of Award.

Compliance Laws

Vendors shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the services to be rendered under this Contract. Vendor’s violation of any of these laws, statutes, ordinances, rules or regulations constitutes a breach of this Contract and entitles the Board to terminate this Contract immediately upon delivery of written notice of termination to Vendor.

PERSONALLY IDENTIFIABLE INFORMATION (PII)

Personally Identifiable Information includes any information that can be associated with or traced to any individual, including an individual’s name, address, telephone number, e-mail address, credit card information, social security number, or other similar specific factual information, regardless of the media on which such information is stored (e.g., on paper or electronically) and includes such information that is generated, collected, stored or obtained as part of this Agreement, including transactional and other data pertaining to users. The parties will comply with all applicable privacy and other laws and regulations relating to protection, collection, use, and distribution of Personally Identifiable Information. In no event may PII be sold or transferred to third parties, or otherwise provide third parties with access thereto. If there is a suspected or actual breach of security involving Personally Identifiable Information, the parties will notify each other within twenty-four (24) hours of a management-level employee becoming aware of such occurrence.

INSURANCE

A Certificate of Insurance, made in favor of the Board of Education of Prince George’s County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within five (5) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract.

This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the solicitation for all applicable terms and conditions.

ACCEPTED BY:

FOR THE FIRM:

FOR THE BOARD OF EDUCATION:



Apr 4, 2022



keith.stewart@pgcps.org keith.stewart@pgcps.org (Apr 4, 2022 12:22 EDT)

Apr 4, 2022

SIGNATURE

DATE

SIGNATURE

DATE

Cinnamon Oconnor

Keith Stewart

NAME

NAME:

Contracts Administrator

Director, Purchasing & Supply Services

TITLE

TITLE

H&S Bakery, Inc.

FOR THE BOARD OF EDUCATION
OF PRINCE GEORGE’S COUNTY
UPPER MARLBORO, MARYLAND 20772

FIRM

Contract Pricing

Item No.	Product Description	Pack Size	Estimated Quantity		Brand/ Manufacturer Name	Product Code	Pack Size	Serving Size =	Component Contribution	Servings/ Case	Diverted Food Pounds/ CS	Diverted Food Cost/ CS	FFS/ Case OR	FFS/ Pound	Rebate Amount (if applicable)	w/Commodity Total Cost/ Case	w/Commodity Total Cost/ Serving	Commercial Price/Case	Commercial Price/Serving
a	b	c	d		e	f	g	h		i	j	k	l	m	n	o	p	q	
GROUP A: SCHOOL MEALS																			
3	Breadstick, Plain. Whole Wheat White made with a minimum of 51% whole grains. Contains no more than 200 mg of Sodium per serving. Each serving to provide 1 oz. equivalent grain for Child Nutrition Programs. 8/Pack.	8/Pack	25,000	Pkg.	Bake Rite Rolls	660337	15 oz	1.875 oz	2	8	n/a	n/a	n/a	n/a	n/a	n/a	n/a	1.65	0.20625
4	Buns, Hamburger, Sliced, 3.75" in diameter. Whole Wheat White made with a minimum of 51% whole grains and not hearth baked. No seeds. Contains no more than 240 mg of Sodium per serving. Each serving to provide 2 oz. equivalent grain for Child Nutrition Programs. Pillow packed, 8 count.	8/Pack	300,000	Pkg.	Schmidt Baking	771045	16 oz	2.00 oz	2	8	0.54	0.11	n/a	n/a	n/a	1.49	0.18625	1.60	0.2
5	Buns, Hot Dog, Sliced, 6" standard length. Whole Wheat White made with a minimum of 51% whole grains. No seeds. Contains no more than 220 mg of Sodium per serving. Each serving to provide 2 oz. equivalent grain for Child Nutrition Programs. Pillow packed, 12 count.	12/Pack	60,000	Pkg.	Bake Rite Rolls	771046	16 oz	2.00 oz	2	8	0.58	0.12	n/a	n/a	n/a	1.48	0.185	1.60	0.2
6	Dinner Roll, Split Top. Whole Wheat White made with a minimum of 51% whole grains. No seeds. Contains less than 130 mg of Sodium per serving. Each serving to provide 1 oz. equivalent grain for Child Nutrition Programs. Pillow packed, 12 count.	12/Pack	60,000	Pkg.	Schmidt Baking	770215	18 oz	1.125 oz	1	16	0.65	0.13	n/a	n/a	n/a	1.86	0.11625	1.99	0.124375

Item No.	Product Description	Pack Size	Estimated Quantity	Brand/Manufacturer Name	Product Code	Pack Size	Serving Size =	Component Contribution	Servings/ Case	Diverted Food Pounds/ CS	Diverted Food Cost/ CS	FFS/ Case OR	FFS/ Pound	Rebate Amount (if applicable)	w/Commodity Total Cost/ Case	w/Commodity Total Cost/ Serving	Commercial Price/Case	Commercial Price/Serving	
GROUP A: SCHOOL MEALS																			
7	Hoagie (Steak) Roll, Sliced, 5" length. Whole Wheat White made with a minimum of 51% whole grains. Contains no more than 260 mg of Sodium per serving. Each serving to provide 2 oz. equivalent grain for Child Nutrition Programs. Pillow packed, 12 count.	12/Pack	100,000	Pkg.	H&S	661049	24 oz	2.00 oz	2	12	0.8794	0.18	n/a	n/a	n/a	3.22	0.26833	3.40	0.28333
8	Sandwich Bread, Pullman Loaf. Whole Wheat White made with a minimum of 51% whole grains. Contains no more than 140 mg of Sodium per serving. 22-24 usable slices, excluding ends. Each serving to provide 1 oz. equivalent grain for Child Nutrition Programs. 22/Pack.	22/Pack	185,000	Pkg.	HSE	511039	28 oz.	1.076 oz	1	26 slices	0.97	0.20	n/a	n/a	n/a	1.79	0.068846	1.99	0.07653
GROUP B: CATERING																			
1	Bagel, Blueberry, 3-3.5 oz. 6/pack	6/Pack	25	Pkg.	Crispy Bagel	511136	16 oz	3.2 oz	n/a	5	n/a	n/a	n/a	n/a	n/a	n/a	n/a	2.55	0.51
2	Bagel, Cinnamon Raisin, 3-3.5 oz. 6/pack	6/Pack	25	Pkg.	Crispy Bagel	511138	16 oz	3.2 oz	n/a	5	n/a	n/a	n/a	n/a	n/a	n/a	n/a	2.55	0.51
3	Bagel, Everything, 3-3.5 oz. 6/pack	6/Pack	25	Pkg.	Crispy Bagel	511139	16 oz	3.2 oz	n/a	5	n/a	n/a	n/a	n/a	n/a	n/a	n/a	2.55	0.51
4	Bagel, Plain, 3-3.5 oz. 6/pack	6/Pack	25	Pkg.	Crispy Bagel	511142	16 oz	3.2 oz	n/a	5	n/a	n/a	n/a	n/a	n/a	n/a	n/a	2.55	0.51
6	Bread, 100% Whole Wheat, All Natural, Whole Grains	15/Pack	35	Pkg.	H&S	770117	24 oz.	1.5 oz.	n/a	16 slices	n/a	n/a	n/a	n/a	n/a	n/a	n/a	3.40	0.1307
7	Bread, Country White, All Natural, Whole Grains	15/Pack	35	Pkg.	H&S	770630	24 oz.	1.5 oz.	n/a	16 slices	n/a	n/a	n/a	n/a	n/a	n/a	n/a	3.40	0.1307
8	Bread, Deli Rye, Seedless	15/Pack	20	Pkg.	H&S	181	16 oz	1.14 oz.	n/a	14 slices	n/a	n/a	n/a	n/a	n/a	n/a	n/a	2.70	0.19285
9	Bread, Multigrain, Seeded, All Natural, Whole Grains	15/Pack	35	Pkg.	H&S	770148	24 oz.	1.5 oz.	n/a	16 slices	n/a	n/a	n/a	n/a	n/a	n/a	n/a	3.40	0.1307
10	Bread, Sourdough	15/Pack	10	Pkg.	HSE	167	28 oz.	1.75 oz.	n/a	16 slices	n/a	n/a	n/a	n/a	n/a	n/a	n/a	4.00	0.25
11	Breadstick, Plain	15/Pack	10	Pkg.	Rolls	660333	13 oz.	1.625 oz.	n/a	8	n/a	n/a	n/a	n/a	n/a	n/a	n/a	2.00	0.25
12	Croissant, Sliced, 2 oz., 15 pack	15/Pack	10	Pkg.	Farms	614	52.80 oz	1.075 oz.	n/a	24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	25.00	1.0416
13	Dinner Roll, Potato, 1-1.5 oz.	12/Pack	10	Pkg.	Baking	894	31 oz.	1.29 oz	n/a	24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	4.20	0.175
14	Doughnuts, Cake, Assorted.	12/Pack	5	Pkg.	Donuts	599	36 oz.	3.00 oz	n/a	12	n/a	n/a	n/a	n/a	n/a	n/a	n/a	9.00	0.75
15	Doughnuts, Yeast, Assorted.	12/Pack	5	Pkg.	Donuts	598	36 oz.	3.00 oz	n/a	12	n/a	n/a	n/a	n/a	n/a	n/a	n/a	9.00	0.75
16	Kaiser Roll, Egg, Sliced, Seedless, 2 oz., Bulk, Pillow pack.	30/Pack	2,000	Pkg.	H&S	287	60 oz.	2.00 oz.	n/a	30	n/a	n/a	n/a	n/a	n/a	n/a	n/a	8.60	0.2866