

Fayette R-3 School District
Food Service Bid Cover Letter
March 20, 2025

To Whom It May Concern:

Fayette R-3 School District is accepting bids for grocery & frozen, bread, milk, and linen products to supply the three schools within the district for the 2025-2026 School year.

Instructions and general condition requirements and restrictions are enclosed. Product specifications and approximate annual usage are noted. This list is not inclusive. The District will be selecting a Prime Vendor. Successful vendor will be the primary vendor for the majority of food purchased by the district, which includes canned, frozen and dry products. The district reserves the right to award a secondary supplier. The district is also accepting bids regarding produce and non-food supplies. The district reserves the right to award any or all categories specified. The district reserves the right to a one-year renewal option. Anticipated annual dollar expenditure in above categories is \$90,000.00. Successful vendor must be willing and able to offer Net-Off-Invoice (NOI).

Bids will be accepted until 1 p.m., June 3, 2025. Please direct to Paula Volkmann, Director of Food Service, in a sealed envelope marked "Food Service Bid". Bids must be emailed on or before June 3, but you must still mail a hard copy. **Remember to sign and return the enclosed Certification Statement along with your bid proposal.** Bid Awards will be made at the June 18th meeting of the Board of Education. First deliveries will be arranged for the week of August 11, 2025.

If you have any questions or wish to set up an appointment to visit our schools, I may be reached at 660-248-2153 (phone); 660-888-8724 (cell) or pvolkmann@fayetteschool.org (e-mail).

Sincerely,

Paula Volkmann
Director of Food Service