



## CALHOUN COUNTY COMMISSION

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### COMMISSIONERS

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District 5

JONATHAN W. GADDY  
County Administrator

JULIE M. BORRELLI  
County Attorney

MELISSIA WOOD, CPA  
Chief Financial Officer

July 14, 2025

### INVITATION TO BID

The Calhoun County Commission will accept sealed bids for certain food and non-food items purchased for the Calhoun County Jail. Bids will be received at the Ken Joiner Administration Building 1702 Noble Street, Suite 103, Anniston, Alabama 36201, until **2:00 p.m., Tuesday, July 22, 2025**. At that time, bids will be opened, read and recorded. The contract period will be for one year, beginning on the date of the award, with the option to extend annually for two additional years, if agreeable with the selected bidder.

Overall guidelines for the bid process are listed in the section attached and designated as "General Bid Instructions." Bidders submitting bids should read the instructions very carefully. If the bid documents are not submitted properly, it may result in disqualification and the bid being rejected.

In the bid submission process, an authorized company representative should complete the "Bid Submission Form" and attach the form to the specification sheets containing price quotations submitted.

The Calhoun County Commission reserves the right to reject any or all bids. Bid awards will always be in the best interest of the Calhoun County Commission. Questions concerning bids and submission should be directed to Eric Starr, Jail Administrator, telephone number (256) 241-8023.

**IMPORTANT:** Please note the requirement for a bid bond, or certified check or another negotiable instrument in lieu of a bid bond.

## **GENERAL BID INSTRUCTIONS**

All bids must be sealed and marked "FOOD BID" with the bid opening date and time marked on the outside of the envelope containing the bid.

Records showing successful bidders and prices quoted will be placed on file and will be open for inspection.

It is not the policy of the Calhoun County Commission to purchase based on low bid only. Quality, conformity with specifications, purpose for which required, terms and dates of delivery, payment terms, and previous experience with vendors will all be factors in determining an award of the bid.

In the bid submission process, the bid price and indicated specifics should be inserted into the blanks provided beside the product description. Upon completion of the prices for all products on which bids are submitted, the "Bid Submission Form" should be completed and attached to the top sheet of the specification sheets and forwarded to the Calhoun County Commission as per instructions related in paragraph one on the first page of this invitation to bid.

## **BID BOND**

A bid bond in the amount of two hundred fifty dollars (\$250.00) is required from each bidder submitting a bid. A certified check or other irrevocable negotiable instrument made payable to the Calhoun County Commission is acceptable in lieu of a bid bond. The bid bond, or certified check or other irrevocable negotiable instrument, as herein required, shall be submitted in the envelope containing the bid. The bid bonds, certified checks, and irrevocable negotiable instruments will be returned to all bidders upon award of the bid or award of bids to the successful bidder or successful bidders, unless earlier or otherwise required by law. **FAILURE TO SUBMIT A BID BOND OR CERTIFIED CHECK IN LIEU OF A BID BOND, AS HEREIN REQUIRED, MAY CAUSE YOUR BID TO BE REJECTED. IF A BIDDER SUBMITS A BID BOND AND THE BID BOND IS NOT EXECUTED BY THE PRINCIPAL AND THE SURETY THE BIDDER'S BID MAY BE REJECTED.**

## **METHOD OF AWARD**

The Calhoun County Commission reserves the right to award the bid in all categories on an item for item basis, a group of items basis or a multiple category basis; ability of bidder to meet delivery requests, payment terms, and availability of products. The Calhoun County Commission further reserves the right to award the bid in a manner deemed to be in the best interest of the Calhoun County Commission.

## **PRICING**

Prices are to be quoted by the unit specified or in the event pack sizes are unknown, the bidder should specify the unit of measure offered at the price bid.

## **ADJUSTMENT OF PRICES**

There shall be no adjustment of prices of any item during the first six (6) months after the award of a bid for any item or items.

The Calhoun County Commission reserves the right to buy any and/or all perishable items, that are not required to be obtained pursuant to a competitive bid process, from a vendor offering the same or higher quality item of the same or larger size or quantity at a price less than the selected bidder for the item bid, if after a two (2) business day notice to the selected bidder the selected bidder does not agree to match the lower price.

After the first six (6) months after the award of a bid, the selected bidder may, in the event of the rising or increased cost of an item for which his, her or its bid was selected, request an increase in the amount he, she or it is to be paid for the item, the amount of increase to be adequate to compensate the selected bidder for the actual increase in cost to the selected bidder, but in no greater amount; in the event of such a request, the selected bidder, requesting the increase, must submit to the Calhoun County Commission for consideration documentation, certified under penalties of perjury to be true and correct by a duly authorized officer of the selected bidder, supporting the increase; the findings and judgment of the Calhoun County Commission as to whether the increase is justified and warranted and to be granted or not shall be final.

## **ORDERS**

For the benefit of the Calhoun County Commission, County Jail and the successful bidder(s), the method of ordering the bid products will be determined after the bid(s) is(are) awarded.

## **DELIVERIES**

Bid prices submitted are to be the total prices to be charged for goods delivered to the following locations: (1) Calhoun County Jail Location #1, 400 W. 8th Street, Anniston, Alabama, and (2) Calhoun County Jail Location #2, Justin Sollohub Justice Center, 174 West 13<sup>th</sup> Street, Anniston, Alabama. Deliveries are to be made to each location twice per week, except all meat products in Category 4 are to be delivered daily. Deliveries are to be made Monday through Friday between the hours of 8:00 a.m. and 1:00 p.m. Any deviation from these specified times may be arranged at the mutual consent of both the Selected Bidder and the County Sheriff or Jail Supervisor, but only through the mutual agreement of both parties.

Successful bidders will establish a set delivery routine so that jail personnel may know when to expect order arrivals.

All products shall be properly packaged and delivered in wholesome, sanitary conditions. Properly refrigerated trucks with appropriate temperature maintenance will be utilized in transporting refrigerated food items. Trucks shall be clean and free from odor foreign to the food items being delivered. All products are subject to examination at delivery destinations to assure compliance with specification requirements.

## **SUBSTITUTIONS**

No substitutions on items, brands, grades, etc. are to be made by the selected bidder(s) without the prior consent of the County Sheriff or Jail Supervisor. Any substitutions made without prior approval will be refused. The selected bidder(s) will not request authority to substitute unless the quality of the item to be substituted is equal to or higher than the product originally bid.

## **DEFAULT**

In the event a selected bidder makes a delivery that is not in accordance with the instructions, conditions, and specifications set forth by the Calhoun County Commission without the consent of the said Commission, such delivery will constitute grounds for the cancellation of the contract.

## **BILLING**

All invoices are to be billed, item by item and items grouped by food category.

All invoices, credits, and other accounting correspondence should be sent to the Chief Clerk, Calhoun County Sheriff's Office, 400 W. 8th Street, Anniston, Alabama 36201.

At the time of delivery, two copies of the selected bidder's invoice shall be left with the Kitchen Supervisor at each location. Discrepancies should be verified by the signature of the Kitchen Supervisor at each location and the driver. The selected bidder's record should agree with invoices left at the time of delivery. Corrections are to be made via issuance of credit invoices; no payment will be made without signed invoice receipt documentation.

In the event of errors, a credit or debit is to be issued against the invoice as it was presented to the Chief Clerk. The credit or debit shall show the original invoice number, date, purchase order and error being corrected.

**In the event of errors in the selected bidder's invoice as submitted, the selected bidder shall not at any point cut off the County's ability to order and receive deliveries. Any invoice errors must be corrected prior to payment by the County.**

## **PAYMENT TERMS**

Statements shall reflect charges throughout the last day of each month.

**Payment Terms for all invoices must be Net 30 EOM.**

## **LAWS**

All products shall as a minimum meet and comply with all applicable federal, state, and local laws, statutes, regulations, rules and standards. All edible food products furnished to the Calhoun County Jail at both locations shall comply with the latest standards and regulations established by federal laws, including but not limited to the Federal Food, Drug and Cosmetic Act and the United States Department of Agriculture for specified product grade. Canned fish items are subject to additional requirements which are written to specifically regulate its distribution.

Each package of frozen food delivered to the Calhoun County Jail at both locations shall be enclosed in a wrapper bearing the United States grade. The USDA lot inspection will be accepted in lieu of this requirement provided each full case bears the USDA "Officially Sampled" stamp and a certificate of certifications regarding grade is on file in the office of the County Sheriff.

All cans, packages, etc. must bear commercial labels. Brand names must be shown on the bid form in the space specifying "Brand Bid." If house brand labels are bid, the packer must be named, and the grade of the product must be clearly defined.

If the instructions, conditions and specifications of the Calhoun County Commission exceed those of any of the above-mentioned agencies, the instructions, conditions and specifications of the said Commission shall be precedent and supersede less requirements.

## **INSPECTION AND SATISFACTION OF SPECIFICATIONS**

A sample of any requested product shall be furnished by the selected bidder(s) at no charge to the Calhoun County Commission for the purpose of assessing specification compliance, and upon request and from time to time upon request to assure the ongoing quality of all products.

The successful bidder(s) will furnish to the County Sheriff USDA certificates or United States Department of the Interior certificates of grade on request. Any related expenses incurred in satisfying this responsibility will be borne by the selected bidder(s).

The successful bidders will guarantee all merchandise against "swells" and/or other defects for a period of six (6) months after delivery date.

## **LABELING**

All cases, boxes, cans, etc. must bear commercial labels. All cartons, cans, containers, etc. shall be clearly marked as to specified contents.

## **COMPLIANCE LAW**

The selected bidder will, by accepting this bid award, agree to the following: By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

The selected bidder must complete all necessary paperwork required by the County for verification of enrollment in the e-verify program to verify full compliance with the Immigration Reform and Control Act of 1986, as amended by Immigration Act of 1990 and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, as amended.

The selected bidder will, by accepting this bid award, agree to the following: By signing this Contract, the contracting parties affirm, for the duration of this agreement to remain in compliance with Act 2016-312, the Parties hereby agree that they are not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state can enjoy open trade.

## BID SUBMISSION FORM

TO: THE CALHOUN COUNTY COMMISSION

FROM: \_\_\_\_\_

The category specification sheets containing prices submitted are attached hereto. Bids are submitted for items contained in the categories indicated below:

- |   |                |
|---|----------------|
| 01 CANNED, DRIED AND FRESH FRUITS             | ___ YES ___ NO |
| 02 DRIED, FROZEN, CANNED AND FRESH VEGETABLES | ___ YES ___ NO |
| 03 MILK, CHEESE, EGGS AND OTHER DAIRY ITEMS   | ___ YES ___ NO |
| 04 MEAT                                       | ___ YES ___ NO |
| 05 BREADS                                     | ___ YES ___ NO |
| 06 BEVERAGES                                  | ___ YES ___ NO |
| 07 MISCELLANEOUS                              | ___ YES ___ NO |
| 08 SEASONING, SPICES & CONDIMENTS             | ___ YES ___ NO |
| 09 SPREADS, SAUCES, PICKLES                   | ___ YES ___ NO |
| 10 CEREALS & GRAINS                           | ___ YES ___ NO |
| 11 NON-FOOD SUPPLIES                          | ___ YES ___ NO |

Upon notification by the Calhoun County Commission and acceptance of the solicitation to supply certain products specified by the Commission, the signature below represents my/our company's obligation to supply the products in accordance with the stipulations set forth in the "GENERAL BID INSTRUCTIONS."

COMPANY \_\_\_\_\_

CONTACT PERSON, TITLE \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE (\_\_\_\_) \_\_\_\_\_

EMAIL \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**Jail Food BID List – Category 1  
(CANNED, DRIED, AND FRESH FRUITS)**

<b>Item/Description</b>	<b>Packaging</b>	<b>Bid Price</b>
APPLES, sliced, fancy 6.5 #w.p.	6/10 cans BRAND BID	
APPLE SAUCE, fancy	6/10 cans BRAND BID	
PEACHES, sliced, fancy l.s.	6/10 cans BRAND BID	
PEARS, sliced, fancy	6/10 cans BRAND BID	
RAISINS, seedless	bulk packed, 20-30# box	
FRUIT, mixed, diced	6/#10 cans BRAND BID	



**Jail Food BID List – Category 2**  
**(DRIED, FROZEN, CANNED AND FRESH PRODUCE)**

<b>Item/Description</b>	<b>Packaging</b>	<b>Bid Price</b>
BEANS, green, blended, short cut, blue lake, fancy	6/#10 cans BRAND BID	
PINTO BEANS	6/#10 cans/cs	
TURNIP GREENS, chopped, fancy	6/#10 cans BRAND BID	
BEANS, in w/tomato sauce & pork	6/#10 cans BRAND BID	
BEANS, chili, spiced	6/#10 cans BRAND BID	
CORN, cut	6/#10 cans BRAND BID	
CARROTS, diced	6/#10 cans BRAND BID	
SQUASH, yellow sliced fancy	6/#10 cans BRAND BID	
PEAS, sweet, medium, fancy	6/#10 cans BRAND BID	
SAUERKRAUT, fancy	6/10 gallon can BRAND BID	
MUSHROOMS	6/#10 cans BRAND BID	
VEGETABLES, mixed, fancy	6/#10 cans BRAND BID	
TOMATO, paste, fancy	6/#10 cans BRAND BID	
TOMATO, FRESH	25 LB. CASE	
TOMATO, sauce, fancy	6/#10 cans BRAND BID	
TOMATOES, diced, fancy	6/#10 cans BRAND BID	
PEPPERS, bell, green fresh, grade A, fancy	1/20 lbs., box BRAND BID	
POTATOES, baking	100 ct case BRAND BID	

POTATOES, mashed w/vitamin C	6/#10 cans BRAND BID	
POTATOES, red/little	25 lb case	
ONIONS, yellow, medium	25 lb case	
LETTUCE, iceberg	24 head case	
FRENCH FRIES, frozen, ridge cut	1/5lbs.	
BLACKEYED PEAS	6/10 cans/cs	
LIMA BEANS	6/10 cans/cs	
BROCCOLI, chopped frozen	12/2.5#	
JALAPENOS, FRESH		

**Jail Food BID List – Category 3**  
**(MILK, CHEESE, EGGS & OTHER DAIRY ITEMS)**

<b>Item/Description</b>	<b>Packaging</b>	<b>Bid Price</b>
CHEESE, American, sub slices	160 count, 1/5lbs. box BRAND BID	
MARGARINE, vegetables, solid	30/1 lbs. box BRAND BID	
MARGARINE PATTIES	1000/cs	
MILK, low fat 2%, fresh	1/ half pint carton BRAND BID	
MILK, homogenized, fresh, whole	1/ gallon carton BRAND BID	
CHEESE, cheddar shredded	4/ 5lbs	
EGGS, Large	30 dozen per case	
EGGS, Liquid	1/ 5lbs.	
COFFEE CREAMER	case packets	

**Jail Food BID List – Category 4  
(MEAT)**

<b>Item/Description</b>	<b>Packaging</b>	<b>Bid Price</b>
BEEF, charbroiled patties	136 - 3oz/cs	
CHUCK WAGON PATTIES, Steak		
CHICKEN, p/c breast BR patty	53 – 3 oz.	
CHICKEN, tenders breaded (mild)	2/5 lbs.	
TURKEY, franks, frozen	1/10 lbs. box BRAND BID	
TURKEY, bologna, frozen	2/10 lb. sticks	
TURKEY, picnic ham, frozen	2/10# sticks per 20 lb box REAFORD Brand	
TURKEY, rolls (white meat)	2/10 lbs. stick BRAND BID	
TURKEY, bacon sliced	2/6lbs.	
TURKEY, sausage	1.5 oz patties	
TURKEY, ground	10 lbs. roll	
PIZZA, pepperoni/cheese combo, wedge, frozen	96/5 oz. box BRAND BID	

**Jail Food BID List – Category 5  
(BREADS)**

<b>Item/Description</b>	<b>Packaging</b>	<b>Bid Price</b>
BREAD, King Size *	1/loaf BRAND BID	
BUNS, Hamburger, Jumbo *	1/12 count pack BRAND BID	
BUNS, Hot Dog *	1/12 count pack BRAND BID	
BREAD, Texas	1/ loaf BRAND BID	
BREAD, whole wheat	1/ loaf BRAND BID	

*\*Day old bread to be substituted when sufficient quantities are not available.  
Unit cost is to be placed under regular cost.*

**Jail Food BID List – Category 6  
(BEVERAGES)**

<b>Item/Description</b>	<b>Packaging</b>	<b>Bid Price</b>
TEA, bags 100% pure	1/10 lbs. BRAND BID	
WATER, distilled	4 – 1 gallon case	
COFFEE, Regular Ground	14 oz. 24 ct. BRAND BID	
ORANGE JUICE, 100% fortified	96/4 oz.	

**Jail Food BID List – Category 7  
(MISCELLANEOUS)**

<b>Item/Description</b>	<b>Packaging</b>	<b>Bid Price</b>
SUGAR, granulated	4/10 lb. bags BRAND BID	
SUGAR, powdered, 6x	1/50 lb. BRAND BID	
SYRUP, imitation maple flavored	4/1-gallon jugs BRAND BID	
JELLY, Mixed fruit, fancy	6/#10 cans BRAND BID	
PUDDING, chocolate	6/#10 cans BRAND BID	
PUDDING, banana	6/#10 cans BRAND BID	
PUDDING, butterscotch	6/#10 cans BRAND BID	
SHORTENING, vegetable	1/50 lb. box BRAND BID	
WAFERS, VANILLA	1/5 lb. box BRAND BID	
VEGETABLE OIL	4/1 gallon	
STARCH, corn – powdered	24/ 1 lb. box BRAND BID	
CRACKERS, saltines, bulk	1/10 lb. box BRAND BID	
CHICKEN BASE	12/1 lb. jar BRAND BID	
SUGAR, extra fine	1/10 lb. bag BRAND BID	
SUGAR, dark brown	24/1 lb boxes per case	
BEEF BASE	12/1 lb. jar Brand Bid	
HAM BASE	12/1 lb. jar BRAND BID	
BACON BASE	6/1 LB.	
FRENCH TOAST	144/1.5 oz.	

BREAKFAST ENTRÉE (HNS)		
PASTA, macaroni, eggs, elbow	1/20 lbs., box BRAND BID	
PASTA, spaghetti, eggs, lons	1/20 lbs., box BRAND BID	
PASTA, lasagna	1/10 lb. box BRAND BID	
LEMON JUICE	4/1 GALLON	
VINEGAR, distilled, white	4/1 gal., jar BRAND BID	
VINEGAR, cider	4/1 GALLON	
SHORTENING, liquid frying	1/35 lb. BRAND BID	
POTATO CHIPS, bulk	6/16 OZ.	
TORTILLA CHIPS, BULK		
POPCORN	50 lbs., bag BRAND BID	



**Jail Food BID List – Category 8  
(SEASONING, SPICES & CONDIMENTS)**

SALT, iodized	24/26 oz., box BRAND BID	
SALT, individual packet	1000 ct. BRAND BID	
PEPPER, individual packet	1000 ct. BRAND BID	
PEPPER, black, regular ground	1/5 lb., can BRAND BID	
POWDER, garlic	1/5.25 lb., can BRAND BID	
POWDER, onion	1/5.25 lb., can BRAND BID	
VANILLA, extract, flavoring, imitation	4/1 gal., jug BRAND BID	
POWDER, Cocoa, unsweetened	1/5 LB.	
POWDER, baking	6/ 5LB.	
RANCH MIX, dry, powdered	1/10 LB.	
BAKING SODA	12/32 OZ.	
OREGANO, ground/rubbed	1/13 oz., jar BRAND BID	
LIQUID SMOKE	qts/case	
CINNAMON, ground	1/5.5 LB. BOX BRAND BID	
CHILI POWDER, dark	1/5 lb. Jar	
ALLSPICE, container		
SEASONING SALT	1/5 lb. Jar	
GINGER, container		
NUTMEG, ground	1/1 lbs., box BRAND BID	
SAUCE, soy	1/1-gallon, jug Brand Bid	
ITALIAN SEASONING	1/10 oz jar Brand Bid	

SAGE	1/14oz jar Brand Bid	
SAGE, FRESH		
POULTRY SEASONING	1/14oz jar Brand Bid	
CUMIN, ground	1/14 oz jar Brand Bid	
LEMON PEPPER	1/28 oz jar Brand Bid	
MUSTARD, grade A, fancy	4/1-gallon jug Brand Bid	
MUSTARD, individual packet	1000 ct. case Brand Bid	
MAYONNAISE, heavy duty fancy	4/1-gallon jug Brand Bid	
MAYONNAISE, individual packet	500 ct. case Brand Bid	
KETCHUP, tomato, grade A, fancy	6/#10 cans Brand Bid	
KETCHUP, tomato, individual packet	1000 ct., case Brand Bid	

**Jail Food BID List – Category 9  
(SPREADS, SAUCES, PICKLES)**

DRESSING, Golden Italian	4/1 gallon Brand Bid	
DRESSING, Ranch	4/1 gallon Brand Bid	
DRESSING, 1000 Island	4/1 gallon	
PICKLES, dill, sliced	4/ 1 gallon Brand Bid	
RELISH, sweet, pickled	4/1 gal., jar Brand Bid	
CREAM OF CHICKEN	12/50 oz.	
CREAM OF CELERY	12/50oz	
CREAM OF MUSHROOM	12/50oz	
CRANBERRY SAUCE		

**Jail Food BID List – Category 10  
(CEREALS & GRAINS)**

CEREALS, oats, quick	12/42 oz., box Brand Bid	
CEREALS, GRITS, quick	8/5 lbs., box Brand Bid	
CEREALS, FLAKES, corn	4/26 oz., box Brand Bid	
CEREAL, crisped rice	4/26 oz., box Brand Bid	
PANCAKES/WAFFLE MIX, buttermilk (ez)	6/5 lbs., box Brand Bid	
FLOUR, self-rising	1/25 lbs., bag Brand Bid	
CAKE MIX, yellow	6/5 lb. box Brand Bid	
CAKE MIX, chocolate	6/5 lb. box Brand Bid	
CAKE MIX, white	6/5 lb. box Brand Bid	
BROWNIE MIX		
MEAL, yellow corn, USDA, self-rising	25 lb. bag	
CEREAL, toasted oats	4/26 oz, box Brand Bid	
CORN BREAD MIX, low sodium	6/5 lb.	
BISCUIT MIX	6/5 lb.	
PARBOILED RICE	25 lb. Bag	

**Jail Food BID List – Category 11  
(NON-FOOD SUPPLIES)**

FOIL, aluminum, standard	18 in. x 500 ft. roll Brand Bid	
FILM, food service, mono.	18 in. x 2000 ft. roll Brand Bid	
CUTLERY, Plastic Forks lightweight	1000 ct. bulk box Brand Bid	
CUTLERY, Plastic Spoons lightweight	1000 ct. bulk box Brand Bid	
GLOVES, pots and pans Heavy duty	18 in. length, size large green	
GLOVES, food prep Vinyl or plastic		
NETS, food service – hair disposable	1/12 dozen box Brand Bid	
BLEACH, liquid	3/1.5-gallon, plastic jug Brand Bid	
MITTS, padded, Teflon	17-inch length Brand Bid	
APRON, plastic disposable	1/ gross box Brand Bid	
SCOURING PADS, light duty, green	10 ct.	
LARGE HINGED (3) COMPARTMENT TRAYS	200 PER CASE	
SCRUBBERS, stainless steel		
BROWN PAPER BAGS	#6	
PAPER SANDWICH BAGS		
PAN LINERS	16 3/8 x 24 3/8 1000/cs	