



## READING COMMUNITY SCHOOLS

301 Chestnut St., Reading Michigan 49274

Reading Community Schools is seeking 2 Refrigerated Coolers to lease for the 2025 Summer Lunch Program.

**DEADLINE FOR QUOTE BY: April 4th, 2025**

### **Quote Request**

Leasing of 2 Refrigerated Coolers 8x20 w/ Ramps.

These will have to be delivered by the Company, unloaded, and set at designated area.

Leasing will be from delivery date May 27<sup>th</sup>-29<sup>th</sup> through July 30<sup>th</sup> -31<sup>st</sup>, 2025 pick-up date.

Delivery to Reading Community Schools  
Owens Jr. Sr. High Schools  
301 Chestnut St., Reading MI 49274

These will need to be delivered: May 27<sup>th</sup> – May 29<sup>th</sup>.

Delivery Time: 7am – 3pm

These will need to be picked up: July 30<sup>th</sup>-July 31<sup>st</sup>.

Pick up Time: 7am – 3pm

Additional questions can be directed to:

### **Contact Information:**

Michell Dunn, FSD

Reading Community Schools

[michell.dunn@readingrangers.org](mailto:michell.dunn@readingrangers.org)

517-283-3630 work

517-617-0643 cell

Jerry Coe, Maintenance and Custodial Supervisor

517-398-3028

[jerry.coe@readingrangers.org](mailto:jerry.coe@readingrangers.org)

Pam Bassage, Business Manager

517-283-2188

[pam.bassage@readingrangers.org](mailto:pam.bassage@readingrangers.org)

**Reading Community Schools** anticipates the lease of items being quoted but is under no obligation to make such a lease. All quotes received will be evaluated to determine the best lease price for **Reading Community Schools** and such evaluation may include **factors other than cost.**

# USDA Non-Discrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: [USDA Program Discrimination Complaint Form](#), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. **fax:**  
(833) 256-1665 or (202) 690-7442; or
3. **email:**  
[program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.

## **Buy American Provision**

This sponsor participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practical, to buy domestic commodities or products for Program Meals.

(d) Buy American. —(1) Definition of domestic commodity or product. In this paragraph (d), the term ‘domestic commodity or product’ means— (i) An agricultural commodity that is produced in the United States; and (ii) A food product that is processed in the United States substantially using agricultural commodities that are produced in the United States. (2) Requirement. (i) In general. Subject to paragraph (d)(2)(ii) of this section, the Department shall require that a school food authority purchase, to the maximum extent practicable, domestic commodities or products. (ii) Limitations. Paragraph (d)(2)(i) of this section shall apply only to— (A) A school food authority located in the contiguous United States; and (B) A purchase of domestic commodity or product for the school lunch program under this part.

**Cancellation/Termination of contract:** The District reserves the right to discontinue leasing from the vendor with a 30-day notice from the last delivery time on the day of notice due to unacceptable products and/or service at the sole discretion of the Reading Community Schools. The district will give vendor ample notice of product issues or services that needs addressed. District will document any findings for product issues or service-related concerns.

Please return a quote for leasing to:  
Reading Community Schools  
Michell Dunn, FSD  
301 Chestnut Str., Reading MI 49274

OR by email: [michell.dunn@readingrangers.org](mailto:michell.dunn@readingrangers.org)  
**Please mark** COOLER LEASING in the subject matter.

Regards,

Michell Dunn, FSD  
Reading Community Schools  
517-283-3630  
[michell.dunn@readingrangers.org](mailto:michell.dunn@readingrangers.org)