



## SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

### Agenda Item Summary

Meeting Date:	January 26, 2026
Agenda Section:	Consent
Agenda Item Title:	Approval of RFP 2025-08 SSAISD Kitchen Preventative Maintenance and Service
From:	Stanley Osborne, Chief Financial Officer
Additional Presenters if Applicable:	N/A
Description:	RFP 2025-08 SSAISD Kitchen Preventative Maintenance and Service will be utilized to assist with all necessary district-wide requests as it relates to kitchen, maintenance services and repairs.
Historical Data:	Previous RFP 2023-12 Preventative, Maintenance, and Equipment Repairs
Recommendation:	Recommend to Board of Manager to approve Reliance Air and Refrigeration as the awarded vendor obtaining a passing score of 70% or better.
Purchasing Director and Approval Date:	Victoria Cantu, January 5, 2026
Funding Budget Code and Amount:	budget codes varies (District Wide use)
Goals:	3. SSAISD will implement program initiatives and activities that reflect a commitment to preparing 100% of students for post-secondary educational or career paths.

RFP 2025-08

South San Antonio ISD Kitchen Preventative Maintenance and Service - Scoring Round

Supplier	Rank	Score	Standard Evaluation Scoring Sheet					
			Cost Proposal	Knowledge and Capabilities	Reputation/References	Complete Proposal	Vendor/Contractor Standing:	
Reliance Air & Refrigeration L	1	100	40.00	35.00	15.00	5.00	5.00	
Empire Commercial Service	2	99.00	40.00	35.00	14.00	5.00	5.00	
		82.00	25.00	35.00	14.00	3.00	5.00	
		<b>90.50</b>	<b>32.50</b>	<b>35.00</b>	<b>14.00</b>	<b>4.00</b>	<b>5.00</b>	

Evaluators
Rice, Debra
Rivas, Roxanne
Rocha, Andy



## RFP 2025-08

### South San Antonio ISD Kitchen Preventative Maintenance and Service

Friday, November 14, 2025	<b>1st advertisement on Express Newspaper</b> <i>(Per Texas Education Code, bidding opportunities are to be posted on the local newspaper at a minimal of 2 days, in a two week period)</i>
Friday, November 21, 2025	<b>2nd advertisement on Express Newspaper</b> <i>(Per Texas Education Code, bidding opportunities are to be posted on the local newspaper at a minimal of 2 days, in a two week period)</i>
Monday December 1, 2025 5:00 pm	<b>Vendor Questions due on Ionwave</b> <i>(Interested vendors have the opportunity to ask questions regarding the bidding opportunities as it pertains to the scope of work, bid details, etc. All questions are to be submitted on Ionwave for public view)</i>
Wednesday, December 3, 2025 5:00 pm	<b>Addendum due</b> <i>(Vendor questions are to be answered by this given date. All responses are posted on Ionwave for public view)</i>
Monday, December 15, 2025 2:30 pm	<b>Bid Opening</b> <i>(Committee Members are to refer to their invite sent via outlook calendar. The purpose of the Bid opening is to disclose the names of the proposals received. Interested Vendors must submit proposals by this given date)</i>
Friday December 12, 2025 9:00am	<b>Evaluation Meeting – schedule to follow</b> <i>(Andy's Conference Room)</i>  <i>(Committee members will meet to discuss and score proposals received. Depending on the number of submissions received, an additional meeting will be needed. Laptops are needed.)</i>
<i>Monday, January 26, 2026</i>	Recommendation made to Superintendent, & Board of Managers @ SSAISD Board Meeting



## 2025-08 Addendum 1

### Reliance Air & Refrigeration LLC.

### Supplier Response

#### Event Information

Number: 2025-08 Addendum 1  
Title: South San Antonio ISD Kitchen Preventative Maintenance and Service  
Type: Request for Proposal  
Issue Date: 11/14/2025  
Deadline: 12/15/2025 02:30 PM (CT)  
Notes: The South San Antonio Independent School District (SSAISD) requests interested parties to submit proposals for "South San Antonio ISD Kitchen Preventative Maintenance and Service." The district is seeking for qualified and responsive vendor(s) to provide timely, cost-effective repairs and preventative maintenance services for cafeteria kitchen equipment. The selected vendor(s) must ensure that all equipment is maintained and all covered equipment is in prime operating condition, consistent with the manufacturer's service recommendations and repairs restore full functionality and meet safety, health, and regulatory requirements set forth by USDA and TDA. This partnership will support uninterrupted meal service and maintain the integrity of the Child Nutrition Program across all campuses.

Vendor questions are to be uploaded onto Ionwave by Dec 1, 2025 at 5:00 pm.

The contract shall be valid for one (1) year from the date of Board of Managers approval with four (4) additional one (1) renewal options to exercise.

## **Contact Information**

Contact: Victoria Cantu

Address: Procurement Department

5622 Ray Ellison Blvd

San Antonio, TX 78242

Phone: (210) 977-7025 x3018

Email: [victoria.cantu@southsanisd.net](mailto:victoria.cantu@southsanisd.net)

## Reliance Air & Refrigeration LLC. Information

Contact: Brandon Curtis  
Address: po box 460742  
san antonio, TX 78246  
Phone: (210) 383-3297  
Email: reliance.ac@hotmail.com

By submitting your response, you certify that you are authorized to represent and bind your company.

Brandon Curtis

reliance.ac@hotmail.com

*Signature*

*Email*

Submitted at 12/8/2025 11:36:12 AM (CT)

## Requested Attachments

### South San ISD Terms and Conditions

South San ISD Terms -  
Conditions.pdf

### Certificate of Interested Parties\_1295

Certificate of Interested Parties  
Form 1295.pdf

### SWMBE Certifications

*No response*

Upload Certificates here, if applicable.

### Conflict of Interest Form

Conflict of Interest Form CIS Form  
23.pdf

### HB 89

HB89 Verification.pdf

### SB 252 Verification Form

SB252 Verification Form.pdf

### Reference #1

Reference - One.pdf

### Reference #2

Reference -Two.pdf

### Edgar Certification Form

\_EDGAR-Certification-Form.pdf

### Reference #3

Reference -Three.pdf

### Company Profile Overview

Company Profile-Qual-Ins Cert.pdf

Vendors are to attach a copy of their company profile, resumes, company history, etc..

This is optional, however it allows reviewers to gain more insight on your agency.

### Misc Information (NOT REQUIRED)

Scope of Work Response.pdf

Any other relevant information pertaining to this bid to include.

### Pricing List Proposal

2025 RFP Price List PM and  
repairs.pdf

## Bid Attributes

### 1 Introduction

There are attributes, including this one, associated with this proposal. Some are notes and require no response, but most have a required response. \*\*Please select each page on the right-hand side of the blue bar below (at the bottom of this list of attributes) in order to view the next page of Bid Attributes\*\*

**2 South San ISD Terms and Conditions**

South San Antonio ISD Terms and Conditions are provided in an attachment to the proposal. Please check if you agree or disagree to the terms and conditions of this proposal. This is your electronic signature.

Agree

**3 Submission Response**

South San Antonio ISD prefers responses to be submitted online via our electronic system. For any questions, please contact South San ISD Procurement Department (210) 977-7025 ext 3518

**4 Communications Statement**

Contact between vendors and South San Antonio ISD personnel during the proposal process or evaluation process is strictly prohibited. Any attempt by vendors during the proposal process to contact South San Antonio ISD personnel may result in disqualification. All communication shall go through the Procurement and Contracts Department during this competitive process. All questions received and the corresponding answers will be distributed to all bidders. No verbal responses will be provided. The deadline for questions about this proposal is stated in the Bid Activities and the district will not respond to questions after this time and date. Response to questions will be posted in the form of an addendum to this proposal. The vendors will be responsible for checking the website for any posted addenda.

**5 Vendor Required Attachments**

Be sure to upload all required documents and forms to the "Response Attachments" tab of this bid event. Missing one or more documents may disqualify interested vendor.

**6 Proposal Opening**

Proposal Openings are held virtually online. ([link provided in Activities tab](#))

Any proposal received later than the specified time, whether delivered in person or by any other method shall be disqualified. Any questions pertaining to the proposal procedures should be addressed to the Procurement Department at South San Antonio ISD.

If the District office location where bids/proposals are to be submitted is closed due to inclement weather, natural disaster, or for any other cause including if the electronic bid system is unavailable on the due date, the deadline for submission shall be extended until the next District calendar business day, unless the bidder is otherwise notified by the District. The time of day for submission shall remain the same.

**7 Section 2****PROPOSAL REQUIREMENTS**

**\*\*THE FOLLOWING LINES ITEMS BELOW REQUIRE A RESPONSE\*\***

**8 Anti-Trust Certification**

I affirm under penalty of perjury of the laws of the State of Texas that:

1. I am duly authorized to execute this agreement/contract/proposal on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;
2. In connection with this proposal, neither I nor any representative of the Company have violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus & Comm. Code Chapter 15;
3. In connection with this Proposal, neither I nor any representative of the Company have violated any federal antitrust law; and
4. Neither I nor any representative of the Company have directly or indirectly communicated any of the contents of this proposal to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

I affirm

**9 Felony Conviction Notice**

Texas Education Code, Section 44.034, Texas Education Code, Notification of Criminal History, Subsection (a), states "A person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony." Subsection (b) states "A school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract." Is your firm owned or operated by anyone who has been convicted of a felony?

No

**10 Felony Conviction Details**

If your firm is owned or operated by anyone who has been convicted of a felony, please list their name and the details of the conviction. If not applicable, please enter N/A (not applicable).

N/A (not applicable)

**11 Criminal Background Check Requirement**

If an employee of a contractor is covered under SB 9, the contractor must bear the burden of obtaining a national, fingerprint-based criminal history check. Under Section 22.0834 of the Education Code, the contractor is then required to certify to the district that the criminal history check has been performed. The contractor, not the district, is responsible for contacting DPS directly to set up an account for the purposes of obtaining criminal history record information. Under the statute SB 9, a contractor is required to conduct a criminal history review on an employee only when the following criteria have been met: \*The employer has contracted with district to provide services. \*The particular employee will have continuing duties relating to the contract with the district. \* The particular employee will have contact with students. A contractor or sub-contractor may not work on District property or any location the District deems a place where students are regularly present when \*they have been convicted of a felony or misdemeanor involving moral turpitude, as defined by Texas law or any other offense the District believes might compromise the safety of student, staff or property.

A Proposer's violation of this section shall constitute substantial failure. If the Proposer is the person or owner or operator of the business entity, that individual may not self-certify regarding the criminal history record information and its review, and must submit original evidence acceptable to the district with this Agreement showing compliance. Possession of fire arms, alcohol and/or drugs, even in vehicles, is strictly prohibited on school/district property. The use of tobacco products are not allowed on school district property. ~~~This is your electronic signature.

Agree

**1 Bidder's Certification**

2 Texas Government Code Chapter 2252 relates to bids by nonresident contractors. The pertinent portions of the Act are as follows: Section 2252.001(3) "Nonresident bidder" refers to a person who is not a resident. Section 2252.001(4) "Resident bidder" refers to a person whose principal place of business is in this state, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state. Section 2252.002, as amended by H.B. 3648, 83rd Legislature (2013 Regular Session): "AWARD OF CONTRACT TO NONRESIDENT BIDDER. A governmental entity may not award a governmental contract to a nonresident bidder unless the nonresident underbids the lowest bid submitted by a responsible resident bidder by an amount that is not less than the greater of the following:

- (1) the amount by which a resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located; or
- (2) the amount by which a resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in the state in which a majority of the manufacturing relating to the contract will be performed." Section 2252.002, as amended by H.B. 1050, 83rd Legislature (2013 Regular Session): "AWARD OF CONTRACT TO NONRESIDENT BIDDER: A governmental entity may not award a governmental contract to a nonresident bidder unless the nonresident underbids the lowest bid submitted by a responsible resident bidder by an amount that is not less than the amount by which a resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in:
- (1) the state in which the nonresident's principal place of business is located; or
- (2) a state in which the nonresident is a resident manufacturer." ~~ Is the vendor a Resident Bidder of Texas as defined in Texas Government Code Section 2252.001(4)?

Please indicate the status of your company as a "resident" proposer or "nonresident" proposer under these definitions.

Resident Proposer

**1 Non-resident Bidder's Certification**

3 Non-resident Bidder of Texas as defined in Texas Government Code Section 2252.001(3) ~~ If your firm is not a Resident Bidder of Texas as defined in Texas Government Code Section 2252.001(4), indicate your firm's principal place of business City and State. If not applicable, please enter N/A (not applicable).

N/A (not applicable)

**1 SWMBE Certification**

4 List type of certifications participated by the SWMBE (Small, Women, and Minority Business Enterprises)

**Must attach Certificates on the "Responses Attachment" tab**

N/A (not applicable)

**1 Anti-Collusion Statement**

5 I affirm that I am duly authorized to execute this contract; that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other Bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

I Agree

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### **Debarment or Suspension Certification**

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement of good or services equal to or in excess of \$100,000. Vendors receiving individual awards of \$100,000 or more and all sub-recipients must certify that the organizations and its principals are not suspended or debarred.

(I) Certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency under the Federal OMB, A-102, common rule.

Failure to certify will render bidder non-responsive and will not be considered for award.

Agree

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### **No Israel Boycott Certification**

Effective September 1, 2017, a Texas governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:

- (1) does not boycott Israel; and
- (2) will not boycott Israel during the term of the contract. (TEX. GOV'T CODE Ch. 2270)

"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes. TEX. GOVT CODE §808.001(1)

Vendor certifies that they do not boycott Israel, will not boycott Israel during the term of this Agreement, and are in compliance with Section 2270.002 of the Texas Government Code.

I Agree

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### **No Excluded Nation or Foreign Terrorist Organization Certification**

Effective September 1, 2017, Chapter 2252 of the Texas Government Code provides that a Texas governmental entity may not enter into a contract with a company engaged in active business operations with Sudan, Iran, or a foreign terrorist organization - specifically, any company identified on a list prepared and maintained by the Texas Comptroller under Texas Government Code §§806.051, 807.051, or 2252.153. (A company that the U.S. Government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, Iran, or any other federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition.)

Vendor certifies that they do not support foreign terrorist organizations and are in compliance with Sections 2252.152-154 of the Texas Government Code.

Agree

**1 9 Form 1295 - Certificate of Interested Parties**

Pursuant HB 1295, the addition of section 2252.908 of the Government Code, all awarded vendors must fill out electronically, with the Texas Ethics Commission's online filing application.  
[www.ethics.state.tx.us.whatsnew/elf\\_info\\_form1295.htm](http://www.ethics.state.tx.us.whatsnew/elf_info_form1295.htm)

The law states that a governmental entity or state may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties (Form 1295) to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental or state agency. The Texas Ethics Commission has adopted rules requiring the business to file Form 1295 electronically with the Commission. This form must then be signed and attached in the "Response Attachments" tab of this bid event, prior to any business transaction.

Please note the following:

Box 2: Please enter South San Antonio\_ISD

Box 3: Please use South San Antonio\_ISD's solicitation (bid) number **RFP# South San Antonio** as the identification number being requested and the contract name as description of goods or services.

A new form must be completed upon each renewal.

Please acknowledge that you have read and understand that the district may not do business with your company without the submittal of this form.

Yes

**2 0 Vendor Employment Certification**

For the contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor's ultimate parent company or majority owner;

- 1) Has its principal place of business in the State of Texas;  
**OR**
- 2) employs at least 500 persons in Texas.

**If you are not a Texas based business, do you have more than 500 employees in Texas?**

Texas Based Business

**2 1 No Deviations or Exceptions**

I certify that there are NO deviations or exceptions from the attached specific terms, conditions, and specifications.

Agree

**2 2 Deviations and Exceptions**

If your company intends to deviate from the Specifications listed in the attached documents, all such deviations and exceptions must be listed here with complete and detailed conditions included. The District will consider any deviations or exceptions in its bid award decisions.

The District reserves the right to accept or reject any proposals based on deviations indicated below. If none, list NONE

NONE

**2 3 Purchasing Cooperative**

Has your company been awarded a purchasing cooperative contract? If yes, please list the names of the Cooperatives and the contract numbers you have with each. If none, please enter N/A (not applicable).

Michael Garcia Senior Buyer Region 20 Purchasing RFP #21027/21027B/21027C

2 4	<p><b>Reference Instructions</b></p> <p>References must independently fill out Reference Sheets provided in the attachments tab.</p> <p>Proposers will upload documents with proposal.</p>
2 5	<p><b>Local Place of Business Details</b></p> <p>Respond to the following:</p> <p>Local Address:</p> <p>Point of contact for bid questions:</p> <p>Phone number:</p> <p>email address:</p> <p>Respond to the following: Reliance Air &amp; Refrigeration, LLC. Local Address: PO Box 460742, San Antonio, TX., 78246 Phone number: (210) 383-3297 Point of contact for bid questions: Brandon Curtis, President email address: reliance.ac@hotmail.com</p>
2 6	<p><b>Proposal Offer Agreement</b></p> <p>The Proposal is a firm offer that shall be irrevocable and valid for 120 calendar dates from the proposal opening date (bid opening).</p> <p><input type="checkbox"/> Agree</p>

# Reliance Air & Refrigeration, LLC.

## Company Profile & Statement of Qualifications

**Company Name:** Reliance Air & Refrigeration, LLC.

**Business Address:** PO Box 460742, San Antonio, TX., 78246

**Phone:** (210) 383-3297

**Primary Contact:** Brandon Curtis, President

### Introduction & District Familiarity:

Reliance Air & Refrigeration, LLC appreciates the opportunity to submit our proposal for **RFP 2025-08 (Kitchen Preventative Maintenance and Service)**. We have supported South San Antonio ISD for over 15 years with routine preventative maintenance, emergency response repairs, and compliance documentation aligned to **USDA and Texas Department of Agriculture (TDA)** requirements.

Our longstanding work within SSAISD cafeterias gives us a practical understanding of operational schedules, meal service pressure points, equipment life cycles, and documentation standards required to maintain food safety and satisfy state oversight expectations.

### Understanding of Program Priorities:

The Child Nutrition Program operates under three strategic pressures to ensure:

- ✓ Continuity of meal service for students
- ✓ Food safety and sanitation compliance
- ✓ Accountability to USDA/TDA regulatory standards

Our work supports these priorities through:

- ★ Preventative maintenance to reduce downtime and costly failures
- ★ Timely corrective repairs including emergency response
- ★ Documentation aligned with district expectations
- ★ OEM-grade service restoring equipment to full function

### Scope of Services & Ability to Meet Requirements:

Reliance provides comprehensive maintenance and repair services on the following commercial kitchen assets:

- Walk-in Freezers
- Walk-in Coolers
- Ice Machines
- Freezer / Refrig - 1, 2, & 3 door
- Convection Ovens
- Tilting Skillets
- Dish Machines
- Milk Boxes

All work is performed to **manufacturer specifications**, restored to **full operating condition**, and performed in accordance with **USDA/TDA standards**.

# **Reliance Air & Refrigeration, LLC.**

## **Company Profile & Statement of Qualifications (cont.)**

### **Performance History & Capabilities**

Reliance is a seasoned Region 20 provider with a strong record in both campus-level daily service and multi-campus project execution. Credible outcomes include:

- Installation and replacement of walk-in cooler systems across SSAISD sites
- Removal and reinstallation of refrigeration units, ovens, and steam tables
- District-wide preventative maintenance cycles ensuring operational readiness
- Emergency response repairs that protect meal service continuity

Our **15-year track record** demonstrates reliability, responsiveness, regulatory compliance and consistency — values this project requires.

### **Notable Project Accomplishments**

#### **✓ Preventative Maintenance**

- Successfully completed district-wide preventative maintenance cycles annually
- Zero service interruptions resulting from completed maintenance

#### **✓ Cooler System Installations**

- Executed multiple cooler system replacements and new installations across SSAISD campuses
- All performed within required timelines and safety specifications

#### **✓ Emergency Repairs**

- Average emergency response within **2 hours**
- Average full restoration within **24 hours** of notice

#### **✓ Food Service Continuity**

- Supported uninterrupted meal service for **20,000+ students** annually
- Zero compliance failures tied to equipment performance

#### **✓ Documentation Excellence**

- 100% completion and cafeteria manager acknowledgment on service logs
- No rejected compliance entries over **15+ years**

# Reliance Air & Refrigeration, LLC.

## Company Profile & Statement of Qualifications (cont.)

### Our Dedicated Team Qualifications

#### Brandon Curtis — President & Project Manager

- 27 years industry experience
- State Class A Refrigeration License, CFESA, EPA, and OSHA Certified
- Specialized expertise in preventative maintenance, large project execution, parts sourcing, and compliance reporting

#### Keith Curtis — Apprentice

- 9 years experience in fabrication and repairs
- Universal EPA Certified
- Supports installation, maintenance, and compliance documentation

#### Hector Flores — Senior Technician

- 22 years experience
- ACR, EPA & OSHA Certified
- Expert in preventative maintenance, complex installation, and diagnostics

### Why Reliance Represents Best-Value

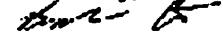
Reliance delivers measurable value to SSAISD through:

- ✓ Proven compliance with USDA/TDA expectations
- ✓ 15 years of consistent historical performance
- ✓ Certified technicians with deep technical expertise
- ✓ Preventative AND emergency response capability
- ✓ Reliability supporting meal service continuity
- ✓ Practical familiarity with SSAISD equipment and schedules

We deliver best-value performance without a learning curve — we simply continue what already works for SSAISD. Based on our extensive track record, technical capability, district familiarity, and proven compliance support, **we respectfully request award consideration for RFP 2025-08** .

We look forward to continuing the successful partnership we have built with SSAISD.

Sincerely,



Brandon Curtis

President, Reliance Air & Refrigeration, LLC

# Reliance Air & Refrigeration, LLC.

## Company Profile & Statement of Qualifications (cont.)



### CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/06/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Jennifer Hickman(1946343) 14526 Jones Melsberger Rd Ste 102 San Antonio TX 78247-3749	CONTACT NAME: Jennifer Hickman PHONE (Ext. No. / Phx): 210-545-1414 FAX (Ext. No.): EMAIL: ADDRESS: jehuch@farmersagent.com
INSURED RELIANCE AIR & REFRIGERATION PO BOX 460742 SAN ANTONIO TX 78246	INSURER APPROVING CONTRACT INSURER A: Truck Insurance Exchange 21709 INSURER B: Farmers Insurance Exchange 21652 INSURER C: Mid Century Insurance Company 21687 INSURER D: Texas County Mutual INSURER E: INSURER F:
	REVISION NUMBER:
COVERAGES	CERTIFICATE NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURER	TYPE OF INSURANCE	AMOUNT ISSUED INSUR. TYPE	POLICY NUMBER	POLICY ISSUED (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADVICE INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 1,000,000 \$
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y Y	605894446	02/13/2025	02/13/2026	
	GENL AGGREGATE UNIT APPLIES PER: POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC					
D	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS Hired Autos <input checked="" type="checkbox"/> NON-OWNED AUTOS		605893609	02/16/2025	02/16/2026	
A	UMBRELLA LIAB EXCESS LIAB DED RETENTIONS		605894447	02/13/2025	02/13/2026	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYER'S LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER MEMBER EXCLUDED? <input checked="" type="checkbox"/> T/F If yes, describe under DESCRIPTION OF OPERATIONS below	Y N/A	A07488621	03/18/2025	03/18/2026	WFC STATUS TOP LIMITS EL EACH ACCIDENT \$ 1,000,000 EL DISEASE - EA EMPLOYEE \$ 1,000,000 EL DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 201, Addbox 1 Remarks Schedule, Extra space is required)

RFP 2025-06 - South San Antonio ISD Kitchen Preventative Maintenance and Service

#### CERTIFICATE HOLDER

South San Antonio ISD Purchasing Department 5622 Ray Eileen BLVD. San Antonio TX 78242	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

# **Reliance Air & Refrigeration, LLC.**

## **Scope of Work Response**

### **RFP 2025-08 (Kitchen Preventative Maintenance and Service)**

#### **1. Company Overview**

Reliance Air & Refrigeration, LLC. is a fully qualified commercial kitchen maintenance and repair provider specializing in school district environments. We deliver preventative maintenance, emergency repairs, and compliance documentation aligned with USDA and TDA guidelines. Our 15+ years serving SSAISD demonstrate reliability, responsiveness, and consistent performance.

#### **2. Understanding of Project Objectives**

We understand the Child Nutrition Department operates within three operational priorities:

- Meal service continuity
- Food safety compliance
- Regulatory accountability

Our services align exactly with these objectives by ensuring equipment remains safe, reliable, and audit-ready through preventative maintenance, certified repairs, and standardized documentation.

#### **3. Preventative Maintenance Program**

- Bi-annual preventative maintenance per campus and CN warehouse
- Annual preventative service on dish machines
- Minimum 2 hours per campus per PM service
- Second PM scheduled minimum 6 months after the first
- Documented and verified with cafeteria manager sign-off

#### **Compliance Guarantee:**

All PM services will be performed to manufacturer specifications, verified for USDA/TDA compliance, and documented to ensure audit traceability.

# Reliance Air & Refrigeration, LLC.

## Scope of Work Response

### 4. Equipment Categories & Services

#### A. Walk-In Freezers & Coolers

Preventative Maintenance:	Corrective Repairs:
<ul style="list-style-type: none"><li>• Clean condenser and air filters (replace if necessary)</li><li>• Inspect evaporator coils, door gaskets, and seals</li><li>• Clean drain pans and tubes</li><li>• Confirm system pressure and temperature stability</li></ul>	<ul style="list-style-type: none"><li>• Coil, compressor, or fan motor failures</li><li>• Control board faults</li><li>• Refrigerant leak detection/repair/recharging</li><li>• Door gasket replacement and resealing</li></ul>

#### Performance Statement:

Freezers restored to 0°F or below; coolers restored to 35–41°F consistent with safe food storage.

#### B. Ice Machines

Preventative Maintenance:	Corrective Repairs:
<ul style="list-style-type: none"><li>• Clean/sanitize condenser, water curtain, and lines</li><li>• Inspect tubing for friction or vibration points</li><li>• Replace filters as needed</li></ul>	<ul style="list-style-type: none"><li>• Scale/mineral buildup removal</li><li>• Clearing water line blockages</li><li>• Motor, pump, thermostat, or electrical repairs</li></ul>

#### Performance Statement:

Equipment restored to sanitary, fully operational condition supporting uninterrupted meal service.

#### C. Convection Ovens

Preventative Maintenance:	Corrective Repairs:
<ul style="list-style-type: none"><li>• Replace lamps as needed</li><li>• Ventilation/air removal cleaning</li><li>• Verify thermostat calibration</li><li>• Lubricate mechanical components</li></ul>	<ul style="list-style-type: none"><li>• Ignition, heating element, or motor failures</li><li>• Control panel/thermostat replacement</li><li>• Door seal repair</li></ul>

# Reliance Air & Refrigeration, LLC.

## Scope of Work Response

### Performance Statement:

Ovens restored to calibrated, safe, high-volume cooking operation supporting CN production standards.

### D. Tilting Skillets / Braising Pans

Preventative Maintenance:	Corrective Repairs:
<ul style="list-style-type: none"><li>• Inspect and adjust hinges and lid lift</li><li>• Clean flue; remove grease buildup</li><li>• Inspect water lines, filters, heating components</li></ul>	<ul style="list-style-type: none"><li>• Electrical control failures</li><li>• Heating element or gas burner replacement</li><li>• Drain valve repairs</li></ul>

### Performance Statement:

Units restored to fully functional, safe operation suitable for high-volume cooking environments.

## 5. General Requirements

### Qualified Technicians:

Licensed, CFESA, EPA, and OSHA certified; fully experienced with commercial food service equipment.

### Replacement Parts:

OEM or equivalent; all replaced components removed and disposed of properly.

### Service Documentation:

Digital documentation provided same day including:

<ul style="list-style-type: none"><li>• Date/time</li><li>• Equipment ID</li><li>• Diagnosis</li><li>• Corrective action</li></ul>	<ul style="list-style-type: none"><li>• Parts used</li><li>• Technician name</li><li>• Temp verification (where applicable)</li></ul>
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All documentation retained for USDA/TDA audit traceability.

### Response Times:

<ul style="list-style-type: none"><li>• <b>Standard service:</b> Response within 12 hrs; repair within 2-3 business days</li></ul>	<ul style="list-style-type: none"><li>• <b>Emergency service:</b> Response within 2 hrs; repair within 24 hrs</li></ul>
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# Reliance Air & Refrigeration, LLC.

## Scope of Work Response

### 6. Commitment to District Goals

Reliance provides SSAISD:

- Zero-learning-curve continuation of proven performance
- Consistent preventive and emergency response
- Documentation supporting CN operational audits
- Supportive scheduling preventing service disruptions

### Operational Benefit Statement:

Our delivery supports uninterrupted meal service and protects compliance with state and federal meal program requirements.

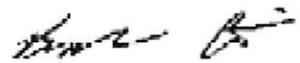
### 7. Closing Statement

We provide the best value, require no onboarding or learning curve, and continue the consistent performance SSAISD has relied on for 15+ years.

We respectfully request award consideration for RFP 2025-08.

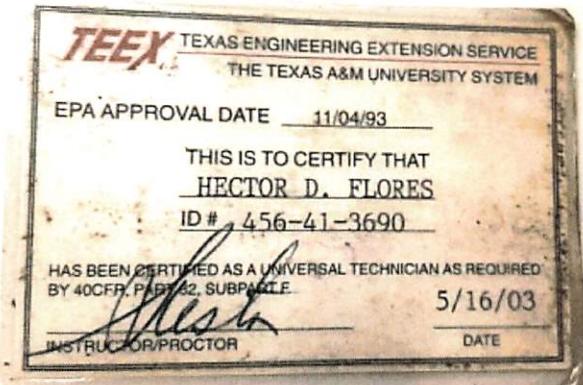
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Sincerely,

  
Brandon Curtis, President

### Texas Department of Licensing and Regulation Result Listing

Name and Location	Other Information
CURTIS, BRANDON JAMES RELIANCE AIR & REFRIGERATION LLC	Air Conditioning/Refrigeration Contractor License #: TACLA00022845C Expiration Date: 03/14/2026 Type: AC License Status: Active
County: BEXAR	
No DBA found	



South San Antonio ISD Child Nutrition  
Preventative Maintenance and Repair Proposal Pricing Sheet

		Refrigeration Equipment Preventative Maintenance		Prep & Cooking Equipment Preventative Maintenance		Dish Washers PM		
Campus	Location/Equipment	Cost for PM Service	Total/Year	Cost for PM Service	Total/Year	Cost for PM Service		Total/Year
001	South San High School	\$250.00	x2	\$500.00	\$250.00	x2	\$500.00	\$150.00
041	Dwight Middle School	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	\$150.00
042	Alan Shepard Middle School	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	
044	Robert Zamora Middle School	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	\$150.00
039	DEAP	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	\$150.00
104	Hutchins Elementary School	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	\$150.00
106	Palo Alto Elementary School	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	\$150.00
107	Price Elementary School	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	\$150.00
108	Madia Elementary School	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	\$150.00
109	Five Palms Elementary School	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	\$150.00
110	Armstrong Elementary School	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	\$150.00
112	Carrillo Elementary School	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	\$150.00
113	Benavidez Elementary School	\$160.00	x2	\$320.00	\$160.00	x2	\$320.00	\$150.00
	Child Nutrition Central Office / Test Kitchen	\$250.00	x2	\$500.00	\$250.00	x2	\$500.00	

### Repair Proposal Pricing

Repair Proposal Pricing				
		Refrigeration Equipment	Prep & Cooking Equipment	Dish Washers
Hourly Rate for Repair Calls		\$79.00 per hour	\$79.00 per hour	\$79.00 per hour
After hours - Hourly Rate for Repair Calls		\$118.50 per hour	\$118.50 per hour	\$118.50 per hour
Other Charges (if applicable)				
Other Charges (if applicable)				
Other Charges (if applicable)				
Other Charges (if applicable)				
Other Charges (if applicable)				

Please attach any additional services and pricing that you provide (examples may include ceiling replacement tiles, kitchen painting, etc...).