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Miami-Dade County Public Schools
giving our students the world

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
SCHOOL BOARD ADMINISTRATION BUILDING
1450 Northeast Second Avenue
Miami, FL 33132

Direct all inquiries to Procurement Management Services:

BUYER NAME: R. JOHNSON

E-MAIL ADDRESS: rhjohnson@dadeschools.net

PHONE: (305) 995 - 2361

FAX NUMBER (305) 523 - 3362

TDD PHONE (305) 995-2400

BIDDER QUALIFICATION FORM

BID NO. 039-GG03

BID TITLE Processing of USDA Donated Commodities

Bids will be accepted until 2:00 PM on July 10, 2007 in room 351, School Board Administration building, 1450 NE 2nd Avenue, Miami, FL., 33132, at which time they will be publicly opened. Bids may not be withdrawn for 180 days after opening. (Refer to Instructions to Bidders, para. IV.B.)

THE SUBMISSION OF THE BID BY THE VENDOR, ACCEPTANCE AND AWARD OF THE BID BY THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, AND SUBSEQUENT PURCHASE ORDERS ISSUED AGAINST SAID AWARD SHALL CONSTITUTE A BINDING, ENFORCEABLE CONTRACT. UNLESS OTHERWISE STIPULATED IN THE BID DOCUMENTS, NO OTHER CONTRACT DOCUMENTS SHALL BE ISSUED.

I. A. BIDDER CERTIFICATION AND IDENTIFICATION

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid; and I certify that I am authorized to sign this bid for the bidder.

B. Vendor certifies that it satisfies all necessary legal requirements as an entity to do business with the School Board of Miami-Dade County, Florida.

II. INDEMNIFICATION

The Bidder shall hold harmless, indemnify and defend the indemnities (as hereinafter defined) against any claim, action, loss, damage, injury, liability, cost or expense of whatsoever kind or nature including, but not by way of limitation, attorney's fees and court costs arising out of bodily injury to persons, including death, or damage to tangible property arising out of or incidental to the performance of this Contract (including goods and services provided thereto) by or on behalf of the Bidder, whether or not due to or caused in part by the negligence or other culpability of the indemnity, excluding only the sole negligence or culpability of the indemnity. The following shall be deemed to be indemnities: The School Board of Miami-Dade County, Florida and its members, officers and employees.

III. PERFORMANCE SECURITY, is required on this bid. YES ☐ NO ☑

Refer to **INSTRUCTIONS TO BIDDERS,** para. VII., and VI.

IF PERFORMANCE SECURITY IS REQUIRED, PLEASE INDICATE THE TYPE TO BE FURNISHED:

Performance Bond ☐ Check (Cashier's, Certified, or equal) ☐

An original, manual signature is required on the Bidder Qualification Form.
(Bidder is requested to use blue ink)
(Do not use pencil)

Legal Name of Vendor _____

Mailing Address _____

City _____ ***State*** _____ ***Zip Code*** _____

Telephone No. _____ ***E-mail address*** _____

By: Signature (Original)

Of Authorized Representative _____ ***Date*** _____

Name (Typed or Printed)

Of Authorized Representative _____ ***Date*** _____

INSTRUCTIONS TO BIDDERS

NOTICE OF ESTABLISHMENT OF A CONE OF SILENCE

The School Board of Miami-Dade County Public schools enacts a *Cone of Silence* from issuance of a solicitation to written recommendation of award. All provisions of School Board Rule 6Gx13-8C-1.212 apply.

I. PREPARATION OF BIDS

A. BIDDER QUALIFICATION FORM qualifies the bidder and the bid and must be completed and submitted as page 1 of the bid.

1. PERFORMANCE SECURITY. The form of performance security the bidder will submit, when required to do so, must be furnished. Performance security shall not be submitted with the bid.

2. BIDDER CERTIFICATION AND IDENTIFICATION. Bid must contain an original manual signature from an authorized representative. An unsigned bid will be considered non-responsive.

B. INSTRUCTIONS TO BIDDERS. Defines conditions of the bid.

1. ORDER OF PRECEDENCE. Any inconsistency in this bid shall be resolved by giving precedence in the following order:

A. Specifications
B. Special Conditions
C. Instructions To Bidders

2. FOR M/WBE designated bids. The SPECIAL CONDITIONS-Minority/Women owned and controlled Business Participation Statement and the M/WBE Certification Application MUST be completed and SUBMITTED with the bid if the bidder is not certified by Miami-Dade County Public Schools. Failure to submit the completed application with the bid will be considered non-responsive.

C. BID PROPOSAL FORM. Defines requirement of items to be purchased, and must be completed and submitted as page 2 and subsequent pages, if any, of the bid. The bidder should indicate his/her name in the appropriate space on each page.

1. ITEM SPECIFICATION. Specifying a certain brand, make or manufacturer is to denote the quality, type, and standard of the article desired. Articles offered must be new merchandise only, of equal or superior grade. On blank lines provided, the bidder is requested to insert the brand name, manufacturer's number and other information necessary to sufficiently identify article offered. Failure to do so may prevent consideration of the item. Also, refer to paragraph *X. Packaging.*

2. PRICES. Prices are requested in units of quantity specified in the bid specifications. In case of a discrepancy in computing the total amount of bid, UNIT PRICE quoted will govern. All prices bid shall include delivery F.O.B. destination, freight prepaid (bidder pays and bears freight charges. Bidder owns goods in transit and files any claims) and shall include all cartage, drayage, packing, etc., delivered to and unloaded at the receiving station at the site designated in BID PROPOSAL FORMS and there received by the designated agent of the Board.

3. TAXES. The Board does not pay Federal Excise and State taxes on direct purchases of tangible personal property. The applicable tax exemption number is shown on the purchase order. This exemption does not apply to purchases of tangible personal property made by contractors who use the tangible personal property in the performance of contracts for the improvement of Board-owned real property as defined in Chapter 192 of the Florida Statutes.

II. SUBMITTING OF BIDS

A. BID FORMS AND ENVELOPES. Bids must be submitted on forms furnished by the Board and in sealed packages or envelopes. Bid submissions must be clearly marked with bid number, bid title and bid opening date.

B. ERASURES OR CORRECTIONS. When filling out the bid proposal form, bidders are required to complete bid proposal in ink.

1. Use of pencil is prohibited.
2. Do not erase or use correction fluid to correct an error.
3. All changes must be crossed out and initialed in ink.

Those bids for individual items that do not comply with items 1, 2 and 3 above will be considered non-responsive for that item(s).

C. PLACE, DATE AND HOUR. Bids shall be submitted by U.S. Mail, Courier/Express Service, or deposited in the BID BOX located in Room 351, 8:00 A.M. to 4:30 P.M., Monday through Friday, SCHOOL BOARD ADMINISTRATION BUILDING, 1450 N.E. Second Avenue, Miami, Florida 33132. Bids received after the date and hour specified in the BIDDER QUALIFICATION FORM will not be considered.

D. PUBLIC ENTITY CRIMES. Section 287.133(2)(a) Florida Statute. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

E. SUBMITTING A "NO BID." If not submitting a bid at this time, return the form entitled "NOTICE TO PROSPECTIVE BIDDERS." Failure to respond, either by submitting a bid or the "NOTICE TO PROSPECTIVE BIDDERS" form for three consecutive times, may result in the company being removed from the School Board's bid list.

F. AVAILABILITY OF BID INFORMATION. Immediately following the public opening, bids will be read, upon request, and then compiled in a tabular form, a copy of which will be available for examination in Procurement Management Services.

III. CANCELLATION OF BIDS OR REQUEST FOR PROPOSALS

An invitation for bids may be canceled, in whole or in part, as may be specified in the solicitation, when it is in the best interest of the Board. The reasons shall be made a part of the master bid file.

A. Prior to opening, a solicitation may be canceled in whole or in part, prior to the date and hour specified in the Bidder Qualification Form for receipt of bids, when the Assistant Superintendent, Procurement Management Services, determines in writing, that such action is in the best interest of the Board for reasons including, but not limited to:

1. The Board no longer requires the supplies, services, or construction;
2. The Board no longer can reasonably expect to fund the procurement;
3. A review of a valid protest filed by a bidder as may be determined by the administrative staff; or
4. Proposed amendments to the solicitation would be of such magnitude that a new solicitation is desirable.

B. When a solicitation is canceled prior to opening, notice of cancellation shall be posted on the District's website, and sent to all businesses solicited, via facsimile or mail. Any bids or proposals received for the cancelled solicitation shall be returned to the vendor unopened.

The notice of cancellation shall:

1. Identify the solicitation;
2. Briefly explain the reason for cancellation; and
3. Where appropriate, explain that an opportunity will be given to compete on any future re-solicitation for procurements of similar supplies, services, or construction.

IV. CHANGE OR WITHDRAWAL OF BIDS

A. PRIOR TO BID OPENING. Should the bidder desire to change or withdraw his/her bid, he/she shall do so in writing. This communication is to be received by the District Director, of Procurement Management, Room 352, School Board Administration Building, prior to date and hour of bid opening. The bidders name, the bid number, the bid title and the date the bid is due must appear on the envelope.

B. AFTER BID OPENING. After bids are opened, they may not be changed, nor withdrawn, for 90 days after the determined opening date, unless otherwise specified on the "BIDDER QUALIFICATION FORM."

C. FAILURE TO ACCEPT BID AWARD. Bidders who, prior to the Bid Award by The School Board of Miami-Dade County, Florida, indicate that they are unable to accept the bid award shall either:

1. Pay to the Board, as liquidated damages, an amount equal to 5% of the unit price bid, times the quantity, or $10, whichever amount is larger, or

2. Lose eligibility to transact new business with the Board for a period of 14 months from the date the Board acts on the withdrawn bid.

V. PROTESTS TO CONTRACT SOLICITATION OR AWARD

A. The Board shall provide notice of a decision or intended decision concerning a solicitation, contract award, or exceptional purchase by electronic posting which can be accessed at the district's website www.dadeschools.net.

B. Any person who is adversely affected by the agency decision or intended decision shall file with the agency a notice of protest in writing within 72 hours after the posting of the notice of decision or intended decision. With respect to a protest of the terms, conditions, and specifications contained in a solicitation, including any provisions governing the methods of ranking bids, proposals, or replies, awarding contracts, reserving rights of further negotiation, or modifying or amending any contract, the notice of protest shall be filed in writing within 72 hours after the posting of the solicitation. The formal written protest shall be filed within 10 days after the date the notice of protest is filed. The formal written protest shall state with particularity the facts and law upon which the protest is based. Saturdays, Sundays, and state holidays shall be excluded in the computation of the 72-hour time periods established herein.

C. The protesting party shall be required to post a bond consistent with F.A.C. Rule 28-110.005(2), and Board Rule 3C-1.11. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

D. Formal, written protests will be reviewed by Procurement Management Services, who will offer the protesting bidder the opportunity to meet and discuss the merits of the protest. If the protest is not resolved, the bidder may seek an administrative hearing pursuant to §120.57 Fla. Stat. Petitions for hearing pursuant to §120.57 Fla. Stat., must be filed in accordance with School Board Rule 6Gx13- 8C-1.064.

VI. AWARDS

A. RESERVATION FOR REJECTION OR AWARD. The Board reserves the right to reject any or all bids, to waive irregularities or technicalities, and to request rebids. The Board reserves the right to award on an individual item basis, any combination of items, total low bid or, if an alternate bid is accepted, on such terms as are specified for the alternate bid, whichever manner is in the best interest of the Board.

The Board reserves the right to utilize other governmental contracts, if in the best interest of the Board.

B. NOTIFICATION OF INTENDED ACTION will be posted on the District's website no later than the Friday preceding a regularly scheduled Board meeting.

C. OFFICIAL AWARD DATE. Awards become official upon the Board's formal approval of the award.

D. TERMINATION FOR CONVENIENCE
The Board reserves the right to terminate this contract at any time and for any reason upon giving thirty (30) days' notice to the other party. If said contract should be terminated for convenience as provided herein, the Board will be relieved of all obligations under said contract. The Board will only be required to pay that amount of the contract actually performed to the date of termination. Upon such payment, both parties shall be relieved of any further obligations under this contract.

E. PURCHASE ORDERS. Purchase orders mailed to successful bidders are the official notification to deliver materials described therein; and the time allowed for delivery begins with the date of the purchase order. In the event that the successful bidder fails to deliver the materials in accordance with the terms and conditions of the bid and purchase order, the bidder shall be considered to be in default of the contract and subject to the default provisions stated in Instructions to Bidders, Section VI. G.

F. DEFAULT. A vendor who fails to perform according to the terms of the contract (bid) shall be considered in default. In the event of default, which may include, but is not limited to poor performance and/or non-performance, a vendor shall either (1) pay liquidated damages of 10 percent of the unit price of the item(s) awarded times the quantity when no purchase order has been issued, 10 percent of the purchase order when a purchase order has been issued or $100, whichever is greater or (2) lose eligibility to transact new business with the Board for a period of 14 months from date of termination of award by the Board. Bidders that are determined ineligible may request a hearing pursuant to Chapter 120 of the Florida Statutes, and School Board Rule 6Gx13- 8C-1.064.

G. The intent of the bid documents is to include only the written requirements for materials, equipment, systems, standards and workmanship necessary for the proper execution and completion of the work by the Bidder. The bid documents shall not be construed to create an entitlement to any other scope of work except as specified herein.

VII. PERFORMANCE SECURITY (FOR SUCCESSFUL BIDDERS ONLY)

A. PURPOSE. A performance bond or check may be required to guarantee performance.

B. BONDING COMPANY. Performance Bonds shall be written through a reputable and responsible surety bond agency licensed to do business in the State of Florida and with a surety company or corporation meeting both of the following specifications:

1. Awards Greater than $500,000

A minimum rating in the latest revision of Best's Insurance Reports of:

Contract Amount	Minimum Rating by A.M. Best
$ 500,000.01 to $ 2,500,000	None
$ 2,500,000.01 to $ 5,000,000	B + or NA-3
	No Minimum Class
$ 5,000,000.01 to $10,000,000	A- Class IV
$10,000,000.01 or more	A- Class V

Current certificate of authority as acceptable surety on Federal Bonds in accordance with the latest edition of the United States Treasury Department Circular 570 entitled "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" shall be accepted for an amount not exceeding the underwriting limitation thereon.

2. Awards of $500,000 or Less
Bonds shall be written with a surety company or corporation meeting the qualifications as set forth in Paragraph VII.B. above or the qualifications set forth in section 287.0935, Florida Statutes.

C. AMOUNT. When required as defined herein, the firm or individual(s) to whom an award has been made shall execute and deliver to The School Board of Miami- Dade County, Florida, a Performance Bond, Cashier's/Certified Check, or equal.

1. Awards less than $200,000 shall be exempt from performance security.

2. Performance security shall not be required, unless otherwise defined in the bid specifications. If performance security is required, it shall equal 100% of the award amount.

D. RELEASE OF PERFORMANCE SECURITY. Return to the Awardee of his/her cash security, or notification to the Awardee and the bonding company to cancel the performance bond, will be made when all goods/services have been accepted and invoices have been approved for payment

VIII. SAMPLES

When bid samples are required, the buyer will notify bidder to submit samples of the items bid in accordance with the following procedures:

A. All samples must be identified with the bidder's name, bid number, item number, and product name and number. Where non-compliance with this requirement is noted, said item may be considered as being unidentifiable and may not be eligible for consideration in the award recommendation.

B. All samples are to be delivered within 7 calendar days after receipt of notification from buyer, unless otherwise stated in the Special Conditions of the bid. If the bidder does not submit samples by the date and time indicated by the buyer, the bid submitted for that item may not be considered for award.

C. Bidder must obtain, from Materials Testing and Evaluation, a signed receipt acknowledging delivery of samples. Bidder shall include a self-addressed, stamped envelope for return of sample receipt when submitting samples by mail or delivery service. The bidder will receive the original copy of the receipt and the duplicate copy will remain with the Miami-Dade County Public Schools receiving department as the file copy. Bidder shall be solely responsible for delivery of samples and for retaining sample delivery receipts, which must be presented in any dispute regarding receipt of bid samples.

D. Samples should be delivered to the following address:

MIAMI-DADE COUNTY PUBLIC SCHOOLS
MATERIALS TESTING AND EVALUATION
7040 West Flagler Street
Miami, Florida 33144
Telephone Number: 786-275-0780

Miami-Dade County Public Schools will not be responsible for samples sent to a location other than the location mentioned in the bid.

E. PAYMENT FOR SAMPLES. The Board will buy no samples and will assume no cost incidental thereto.

F. RETURN OF SAMPLES. Samples not destroyed in testing may be claimed by unsuccessful bidders 14 days after bid award date and by successful bidders 14 days after final payment; but the Board will assume no responsibility for samples not claimed within the time specified, and it will pay for no samples damaged in testing.

G. EVALUATION AND TEST RESULTS. If a sample submitted for testing does not comply, the buyer will advise the bidder to contact Materials Testing and Evaluation for further details.

IX. SUBSTITUTIONS

Should the bidder find it necessary to use a material, equipment, product or system other than specified, the bidder shall secure from the Board, through Procurement Management Services, written approval for the use of the alternate materials, equipment, product or system. The Board is not obligated to approve requests for substitutions and has the discretion to require the bidder to provide the materials as specified in the bid documents. In no case shall the bidder be entitled to additional time and/or money arising out of the Board's failure to approve requests for substitutions.

X. PACKAGING

A. If packaging is different from that specified, the bidder must note the manner and amounts in which packaging is to be made; otherwise the successful bidder shall furnish packaging as specified. All packaging, wrapping and bundling shall be adequate to insure that materials will be received in undamaged condition. The Board assumes no responsibility for damages of any kind incurred in transit.

B. The following identification shall be printed, stenciled or legibly written in a conspicuous location on each shipping container:

1. BID NUMBER AND/OR PURCHASE ORDER NUMBER
2. VENDOR'S NAME AND/OR TRADEMARK
3. NAME(S) OF ITEM(S) CONTAINED
4. ITEM NUMBER(S) WITH QUANTITY(IES)

XI. PURCHASES BY OTHER PUBLIC AGENCIES

With the consent and agreement of the successful bidder(s), purchases may be made under this bid by Miami Dade County, Florida, and other governmental agencies or political subdivisions within the State of Florida. Such purchases shall be governed by the same terms and conditions stated herein. This agreement in no way restricts or interferes with the right of any State of Florida Agency or political subdivision to rebid any or all of these items.

XII. RECYCLING REQUIREMENTS

Miami-Dade County Public Schools supports recycling and recommends the use of recycled products where possible. Vendors are requested to submit a letter, along with their bid, indicating whether each item bid and/or its packaging contains pre-consumer or post-consumer waste, and if the product and/or packaging may be recycled.

XIII. ENVIRONMENTAL PRODUCTS

Miami-Dade County Public Schools encourages the use of environmentally safe products.

XIV. DELIVERY AND BILLING

A. DELIVERY. Saturdays, Sundays, and holidays excepted, deliveries shall be made as follows: Schools and Departments - 8:00 A.M. to 3:00 P.M. Merchandise shall be unloaded at the receiving station of the designated delivery point and received there by a designated agent of the Board. A delivery ticket, or one copy of the invoice, prepared as indicated below, shall accompany each delivery.

B. RECEIVING INSPECTION AND TESTING. Delivered items which do not fulfill all requirements will be rejected. Rejected items shall be removed and replaced promptly by the vendor, at no cost to the purchaser.

C. INVOICES. Each invoice shall be issued by the successful bidder and shall be submitted in DUPLICATE to the Accounts Payable Section, P.O. Box 01-2570, Miami, Florida 33101. To be considered for payment, each invoice must show the following information, which appears on the Purchase Order:

1. Purchase Order Number
2. Item Descriptions
3. Quantities and Units
4. Price Extensions
5. Total price of all items on invoice

D. PAYMENT. Unless otherwise specified by Miami-Dade County Public Schools, payment will be made only after delivery, authorized inspection, and acceptance. Payment will be made only to the successful bidder, unless otherwise requested, in writing, by the successful bidder and accepted by Miami-Dade County Public Schools Administration. When bidders are directed to send invoices to a school, the school will make directed payment to the bidder.

XV. NO GRATUITY POLICY

It is the policy of Procurement Management Services not to accept gifts, gratuities, or favors of any kind, or of any value whatsoever, from vendors, members of their staffs, or families.

XVI. COMPLIANCE WITH STATE/FEDERAL REGULATIONS

A. All contracts involving federal funds will contain certain provisions required by applicable sections of Title 34, Section 80.36(I) and Section 85.510 Code of Federal Regulations and are included by reference herein. The vendor certifies by signing the bid that the vendor and his/her principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in federally funded transactions and may, in certain instances, be required to provide a separate written certification to this effect.

During the term of any contract with the Board, in the event of debarment, suspension, proposed debarment, declared ineligible or voluntarily excluded from participation in federally funded transactions, the vendor shall immediately notify the Assistant Superintendent, Procurement Management Services, in writing. Vendors will also be required to provide access to records, which are directly pertinent to the contract and retain all required records for three years after the Board makes final payment.

B. For all contracts involving Federal funds in excess of $10,000, the Board reserves the right to terminate the contract for cause, as well as for convenience, by issuing a certified notice to the vendor.

XVII. COMPLIANCE WITH LAWS

Bidders shall comply with all federal, state of Florida and local laws applicable to it and the performance of its obligations under this bid.

XVIII. BACKGROUND SCREENING REQUIREMENTS

In accordance with the requirements of sections 1012.32, 1012.465, and 435.04, Florida Statutes (2004) as well as with the requirements of HB 1877, The Jessica Lunsford Act (2005), effective September 1, 2005, Bidder agrees to certify under oath and penalty of perjury by completing the attached Sworn Statement Pursuant to Sections 1012.32, 1012.465, and 435.04, Florida Statutes (2004) and HB 1877, The Jessica Lunsford Act (2005), which is incorporated fully herein by reference, that Bidder and all of its employees who provide or may provide services under this Agreement have completed all background screening requirements as outlined in the above-referenced statutes.

Additionally, Bidder agrees that each of its employees, representatives, agents, subcontractors or suppliers who are permitted access on school grounds when students are present, who have direct contact with students or who have access to or control of school funds must meet level 2 screening requirements as described in sections 1012.32 and 435.04, Florida Statutes, and further upon obtaining level 2 clearance, must obtain a required Board issued photo identification badge which shall be worn by the individual at all times while on Board property when students are present.

Bidder agrees to bear any and all costs associated with acquiring the required background screening – including any costs associated with fingerprinting and obtaining the required photo identification badge. Bidder agrees to require all its affected employees to sign a statement, as a condition of employment with Bidder in relation to performance under this Agreement (bid), agreeing that the employee will abide by the heretofore described background screening requirements, and also agreeing that the employee will notify the Bidder/Employer of any arrest(s) or conviction(s) of any offense enumerated in s. 435.04, Florida Statutes within 48 hours of its occurrence.

Bidder agrees to provide the Board with a list of all of its employees who have completed background screening as required by the above-referenced statutes and who meet the statutory requirements contained therein. Bidder agrees that it has an ongoing duty to maintain and update these lists as new employees are hired and in the event that any previously screened employee fails to meet the statutory standards. Bidder further agrees to notify the Board immediately upon becoming aware that one of its employees who was previously certified as completing the background check and meeting the statutory standards is subsequently arrested or convicted of any disqualifying offense. *Failure by Bidder to notify the Board of such arrest or conviction within 48 hours of being put on notice and within 5 business days of the occurrence of a qualifying arrest or conviction, shall constitute grounds for immediate termination of this Agreement(bid) by the Board.*

Failure by Bidder to perform any of the duties described in this section shall constitute a material breach of the Agreement (bid) and default entitling the Board to utilize the provisions of section VI. E of this bid as well as entitling the Board to terminate the Agreement(bid) immediately with no further responsibility for the Board to make payment or perform any other duties under this Agreement (bid).

XIX. COMPLIANCE WITH SCHOOL CODE

Bidder agrees to comply with all sections of the Florida K-20 Education Code, Title XLVIII, Florida Statutes as it presently exists, and further as it may be amended from time to time. Further Bidder agrees that failure to comply with the Florida K-20 Education Code shall constitute a material breach of this Agreement (bid) and may result in the termination of this Agreement (bid) by the Board.

XX. CHARTER SCHOOLS

Items or Services awarded under this contract shall be made available to Charter Schools approved by the School Board of Miami-Dade County Public Schools. M-DCPS is not responsible or liable for purchases that may be made by Charter Schools.

XXI. CONFLICT OF INTEREST

Former Miami-Dade County Public Schools employees, classified as Managerial Exempt Personnel, Pay Grade 22 and above, Dade County School Administrators Association, Pay Grade 47 and above, and other equivalent positions, are prohibited from personally representing another person or entity or acting as an agent or attorney for compensation in connection with any matter in which the School Board of Miami-Dade County, Florida, is interested, for two years after the School Board employees' service terminates. This provision is pursuant to School Board Rule 6Gx13 – 4A-1.212 and Florida Statute § 112.313(9).

XXII. PUBLIC RECORDS LAW

Pursuant to Florida Statute, it is the practice of M-DCPS to make available for public inspection and copying any information received in response to an Invitation to Bid or Request for Proposals (RFP). No action on the part of the respondent to a Bid or RFP will create an obligation of confidentiality on the part of the School Board, including but not limited to, making a reference in the response to the trade secret statutes. It is recommended that potential suppliers exclude from their response any information that, in their judgment, may be considered a trade secret.

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

SUPERINTENDENT OF SCHOOLS

FROM: _____
_____
_____

AFFIX
POSTAGE
HERE

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
PROCUREMENT MANAGEMENT SERVICES
ROOM NO. 352 BID BOX
1450 N.E. 2ND AVENUE
MIAMI, FLORIDA 33132

BID NO.: 039-GG03
BID TITLE: Processing of USDA Donated Commodities
BID OPENING DATE: July 10, 2007

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
Procurement Management Services

NOTICE OF PROSPECTIVE BIDDERS

NO BID

If not submitting a bid at this time, for informational purpose only, detach this sheet from the bid documents, complete the information requested, fold as indicated, staple, affix postage and return address, and mail. NO ENVELOPE IS NECESSARY.

NO BID SUBMITTED FOR REASON(S) CHECKED AND/OR INDICATED:

Our company does not handle this type of product/service.
We cannot meet the specifications nor provide an alternate equal product.
Our company is simply not interested in bidding at this time.
OTHER, (Please specify)_____

We do not want to be retained on your mailing list for future bids for this type or product and/or service.

Signature _____

Title _____

Company_____

NOTE: **Failure to respond, either by submitting a bid or this completed form, may result in your company being removed from the School Board's bid list. To qualify as a respondent to the bid, vendor must submit a** *NO BID.*

Vendor Information Sheet

1A. _____

Federal Employer Identification Number

Or _____

Owner's Social Security Number

1B. _____

Name of Firm, Individual(s), Partners or Corporation

_____

Street Address

_____

City State Zip Code

2. Telephone/Fax/Contact Person

_____

Telephone number

_____

Fax number

_____

Contact Person

_____

E-mail address

3. Ownership Disclosure

If the contract or business transaction is with a corporation, partnership, sole proprietorship,or joint venture, the full legal name and business address shall be provided for the chief **officer,** director, or owner who holds, directly or indirectly the majority of the stock or ownership. If the contract or business transaction is with a trust, the full legal name and address shall be provided for each trustee and each beneficiary. **Post Office addresses are not acceptable**.

Name	Title	Address	Gender	Race-ethnicity	Stock Ownership

NOTE: The information provided by the vendor on this form should be consistent with that provided on the "Vendor's Application". All vendors must have a current vendor's application on file with M-DCPS, and have provided information and/or be familiar with M-DCPS' policy regarding the following: (a) Employment Disclosure, (b) Drug Free Workplace, (c) Family Leave Policy, (d) Code of Business Ethics, (e) Conflict of Interest, (f) Perception, (g) Gratuities, and (h) Business Meals. Failure to provide M-DCPS a current vendor application may cause the vendor not to be awarded any new business with M-DCPS.
Vendor applications can be downloaded at: http://procurement.dadeschools.net

Miami-Dade County Public Schools

SWORN STATEMENT - NEW CONTRACTS

ATTACHMENT JL

SWORN STATEMENT PURSUANT TO SECTION 1012.465,
FLORIDA STATUTES AS AMENDED BY
HB 1877, THE JESSICA LUNSFORD ACT

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to The School Board of Miami-Dade County, Fl

   (Hereinafter "Board" or "School Board") by_____

   _____
   (Print individual's name and title)

   for _____
   (Print Name of entity submitting sworn statement)

   whose business address is _____

   _____

   _____

   and its Federal Employer Identification Number (FEIN) is _____. If the entity has no FEIN, include the Social Security Number (SSN) of the individual signing this sworn statement and so indicate.

2. I, _____, am duly authorized to make this
   (Print individual's name and title)
   sworn statement on behalf of _____.
   (Print Name of entity submitting sworn statement)

3. I understand that during the 2005 Legislative Session, House Bill 1877, The Jessica Lunsford Act (hereinafter "The Act" or "Act") was passed and approved by Governor Bush on May 2, 2005, with an effective date of September 1, 2005.

_____
Initials

4. I understand that the Act amends the background screening requirements of section 1012.465, Florida Statutes (2004) for all non-instructional school district employees or "**contractual personnel**" by requiring all non-instructional school district employees or contractual personnel who are permitted access on school grounds when students are present to undergo and pass "level 2 background screening," and further I understand the Act defines **"contractual personnel"** to include any vendor, individual, or entity under contract with the Board.

5. I understand that pursuant to section 1012.465, Florida Statutes as amended by the Act, non-instructional school district employees or contractual personnel who are permitted access on school grounds when students are present, who have direct contact with students or who have access to or control of school funds must meet level 2 screening requirements as described in sections 1012.32 and 435.04, Florida Statutes.

6. I understand that as a _____(*eg*. a private bus
Type of entity
service contractor) all contractual personnel, as defined in section 1012.465, Florida Statutes, must meet level 2 screening requirements as outlined in sections 1012.32 and 435.04, Florida Statutes in order to do business with The School Board of Miami-Dade County, Florida.

7. I understand that "level 2 screening requirements," as defined in sections 1012.32 and 435.04, Florida Statutes means that fingerprints of all contractual personnel must be obtained and submitted to the Florida Department of Law Enforcement for state processing and to the Federal Bureau of Investigation for federal processing.

8. I understand that the School Board will implement local procedures to comply with level 2 screening requirements, as defined in sections 1012.32 and 435.04. I understand that my company must comply with these local procedures as they are developed.

9. I understand that any costs and fees associated with the required background screening will be borne by my company.

10. I understand that any personnel of the contractor found through fingerprint processing and subsequent level 2 background screening to have been found guilty of, regardless of adjudication, or entered a plea of nolo contendere or guilty to any offense outlined in Section 435.04, Florida Statutes (or any similar statute of another jurisdiction), shall not be permitted to come onto school grounds or any leased premises where school-sponsored activities are taking place when students are present, shall not be permitted direct contact with students, and shall not be permitted to have access to school district funds.

_____
Initials

11. I understand that the failure of <u>any</u> of the company's or my affected personnel to meet level 2 screening standards as required by section 1012.465, Florida Statutes, may disqualify my company from doing business with The School Board of Miami-Dade County, Florida.

12. I hereby certify that the foregoing statement is true and correct in relation to the company for which I am submitting this sworn statement. I further certify that this statement is being given knowingly and voluntarily by me on behalf of my company.

The company submitting this sworn statement agrees to be bound by the provisions of SECTIONS 1012.32, 1012.465, AND 435.04 OF THE FLORIDA STATUTES AS AMENDED BY HB 1877, THE JESSICA LUNSFORD ACT 2005.

I CERTIFY THAT THE SUBMISSION OF THIS FORM TO THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA ON BEHALF OF THE COMPANY IDENTIFIED IN PARAGRAPH ONE (1) ABOVE BINDS THE COMPANY TO FULLY COMPLY WITH THE BACKGROUND SCREENING REQUIREMENTS OF SECTIONS 1012.32, 1012.465, AND 435.04, FLORIDA STATUTES.

_____
(Signature)

Sworn to and subscribed before me this _____ day or _____, 20___.

Personally known _____ _____

OR Produced Identification _____

Notary Public -State of _____

_____
(Type of Identification)

My commission expires _____

_____
(Printed typed or stamped commissioned name of notary public)

_____
Initials

MIAMI-DADE COUNTY PUBLIC SCHOOLS (M-DCPS)

BID PROPOSAL FORM *(FORMAT A)* **TO: THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA**

BID	BUYER	PAGE
039-GG03	R. JOHNSON	SC 1

PROCESSING OF USDA DONATED COMMODITIES

1. **PURPOSE:** The purpose of this bid is to establish a contract to provide processing of USDA donated commodities at Miami-Dade County Public Schools and other designated sites for the Department of Food and Nutrition. The term of the bid shall be from **date of award** through **June 30, 2008,** and by mutual agreement between Miami-Dade County Public Schools (M-DCPS) and the awardee, upon final approval, be extended for four (4) additional one-year periods and, if needed, one hundred eighty (180) days beyond the expiration date of the current contract period. After the initial Bid period, all subsequent extension periods shall conclude at the end of the business week. M-DCPS, through Procurement Management Services, may, if considering extending this contract, request a letter of intent to extend from the awardee, prior to the end of the current contract period. The awardee will be notified when the recommendation has been acted upon. The successful bidder(s) agree(s) to this condition by signing its bid.

2. **BID INFORMATION:** It is each bidder(s) responsibility to monitor continuously the M-DCPS Procurement Management Services website: http://procurement.dadeschools.net/bidsol/asp/ENACT.asp for any information that may be posted, prior to the opening of this solicitation. If addendums, notices and other information is posted, a link will be provided in the bid line to click on to access this information.

   A. **CONE OF SILENCE**: A "Cone of Silence" is applicable to this competitive solicitation. This information can be accessed at the M-DCPS Website listed below for bidder(s) reference:

   http://www.dadeschools.net/board/rules/Chapt8/8C-1.212.pdf

   Any inquiry, clarification, or information regarding this bid must be requested in writing sent by courier, e-mail, fax or mail and received no later than 2 p.m. on July 2, 2007 to M-DCPS to allow sufficient time to address submissions. The information must be sent simultaneously to:

   Robert Johnson, Buyer
   Procurement Management Services
   Miami-Dade County Public Schools
   1450 N.E. 2ND Avenue, Room 352
   Miami, Florida 33132
   Fax #: 305-523-3362
   E-Mail: rhjohnson@dadeschools.net

   Ileana Martinez, School Board Clerk
   Miami-Dade County Public Schools
   1450 N.E. 2ND Avenue, Room 268B
   Miami, Florida 33132
   Fax #: 305-995-1448
   E-Mail: martinez@dadeschools.net

   B. **POSTING OF BID ADDENDUMS, INFORMATION AND UPDATES:** The additional website links below list all bids, addendums, information, questions and answers, updates and award notices. **Additional information can be posted on any of these M-DCPS websites without notice:**
   http://procurement.dadeschools.net http://procurement.dadeschools.net/bidders.asp
   http://procurement.dadeschools.net/bidsol/asp/ENACT.asp

   Information regarding the "Notice of Intended Action" to award this bid can be found approximately 7-10 days before presentation at the School Board Meeting during the month the bid is intended to be awarded. This information is posted on the Procurement Management Website listed below:

   http://procurement.dadeschools.net/bidsol/asp/ACTION.asp

3. **AWARD: Contract will be awarded to the lowest bid meeting specifications, when the portion cost is within the acceptable cost range as determined by the Department of Food and Nutrition. *Copy of a signed or pending processing application must be submitted prior to award of bid*.**

SPECIAL CONDITIONS: CONTINUED

Only those manufacturers or processors having an approved current application, or a pending approval with the State of Florida as a processor for USDA commodity foods, are eligible for consideration of award of this bid. Vendor must provide a current approved application for the following years if any bid extension(s) overlaps the validity date of the State of Florida approved application. Award will be made upon final Florida Department of Agriculture and Consumer Services approval. Any deviations from the bid or product specifications must be identified by the bidder and approved by the Department of Food and Nutrition and Procurement Management Services in order for the bid to be considered for award.

4. **NON-EXCLUSIVITY:** M-DCPS reserves the right to procure items herein described in any manner it sees fit, including, but not limited to: awarding of other contracts, the use of contracts awarded by the State of Florida, any county or municipality, or any authorized contract, whichever is considered in the best interest of M-DCPS, the Department of Food and Nutrition and Procurement Management Services**.** The estimated quantities provided in the bid proposal are for bidder's guidance only. No guarantee is expressed or implied, as to quantities that will be used during the contract period.

5. **DEFAULT:** The supplier(s) shall inform the purchaser of any problems or delays in providing the awarded item(s) as required. Should the awarded vendor fail to perform according to bid specifications as outlined, the vendor will be in default. If the awarded vendor default situations and/or conditions occur at all or some site(s), then the vendor will lose the contract for the entire district. All sites must be in compliance according to bid specifications. The School Board shall consider repetitive non-deliveries, late deliveries, and/or deliveries of products not meeting specifications, to be a default of contract, and may result in a termination of the contract with the pertinent default penalty imposed, as defined in Instructions To Bidders, Section VI. E.

6. **CHILD NUTRITION (CN) LABELS:** Items requiring a Child Nutrition (CN) label number must have The United States Department of Agriculture (USDA), Food and Nutrition Service (FNS) final approval and assignment of CN label number. Items that have not received (FNS) final approval will not be considered for an award. On Bid Proposal Form *(Format B)*, vendor must provide a (CN) label number when required for each product being bid. Bidder(s) must provide Miami-Dade County Public Schools with a copy of (CN) labels for product(s) bid with the bid when submitted.

7. **GRADING AND INSPECTION:** The following conditions apply with respect to all bid items awarded:
   A. All products shall be processed under the supervision of USDA continuous inspection program service.
   B. All grading and stamping must be completed at the product processing plant and copies of certificates forwarded to the Department of Food and Nutrition.
   C. It shall be the responsibility of the successful vendor to supply a copy of the appropriate specification of the School Board of Miami-Dade County, Florida to the USDA inspector/grader.
   D. Any spoilage or shortages of unprocessed or end product while at the processing plant is the responsibility of the processor, and must be replaced with product of equal or better quality.
   E. Successful vendor must provide the department of food and nutrition with a copy of the USDA performance report on a monthly basis to document spoilage or shortage of product.
   F. Vendor must provide the Department of Food and Nutrition with receipt of raw product documentation.

SPECIAL CONDITIONS: CONTINUED

8. PACKAGING: Each case must be packed in packaging which is standard in the industry.

A. Each package must be clearly marked with the following:
(1) Common name and size of item
(2) Ingredients
(3) Name, address and inspection legend of the vendor
(4) Manufacture/production date (pack date)
(5) Manufacture lot or production number
(6) Net weight of contents
(7) USDA inspection for wholesomeness denoted on the label
(8) Case count
(9) Child nutrition label, if required

9. RECYCABLE PACKAGING: In an effort to promote recycling, Miami-Dade County Public Schools requests that vendor(s) indicate the type of product packaging utilized, and indicate whether packaging is recyclable. Vendor(s) shall furnish information as indicated on this bid.

10. PROMOTIONAL MATERIALS: Vendors may provide schools sites with promotional materials related to items/products being sold. All promotional materials must be pre-approved by the Department of Food and Nutrition and each school site administrator prior to placement in school sites.

11. SERVICE AND DELIVERIES: The following conditions apply regarding the servicing this bid:

A. Prices quoted shall include pick up of product, processing costs, transportation, fuel surcharges and all other additional charges not addressed in this bid.
B. Quantities of bulk or raw items listed on this bid will be sent to successful bidder(s) direct from the Florida Department of Agriculture and Consumer Services, Tallahassee, Florida.
C. Items furnished under this bid shall be identified as having been officially inspected for wholesomeness and sanitation under a federal or state regulatory program. Further, items shall comply in all respects to the standards and regulations established by federal and/or Florida state laws.
D. Delivery equipment must be clean and sanitary.
E. Frozen items shall be stored and delivered in a <u>hard frozen state (-7degrees F. to +7 degrees F)</u>. Deliveries deviating from this requirement shall be referred to the Department of Food and Nutrition for acceptance. Items showing thawing or deterioration of any form at the time of delivery or showing evidence of refreezing will <u>not be accepted</u>.
F. Successful vendor(s) must coordinate arrival of finished product with the Department of Food and Nutrition, (786) 275-0400 and the current contracted cold storage facility and/or Food Distributor for the Department of Food and Nutrition.
G. Upon receipt of raw bulk commodity items the successful vendor(s) shall contact the Department of Food and Nutrition to determine the finished product needed for the purpose of menu planning. Vendor should furnish the Department of Food and Nutrition with a current End Product Data (E.P.D.S.) for placement of end product order with bid submission.
H. Finished product is to be shipped upon order to the distributor.
I. Vendors are responsible for the scheduling of delivery appointments; schedule an appointment prior to truck arrival at destination of delivery.

SPECIAL CONDITIONS: CONTINUED

J. Vendor shall include date of packaging on cases, and a recommended shelf life of products for inventory rotation purposes.

12. DELIVERY OF EXPIRED PRODUCT: Awarded vendors must credit M-DCPS the full value of any product that is discovered to have an expired date code, is defective, or is considered to have been tampered with in any way prior to its arrival any designated M-DCPS cold storage facility.

13. SAMPLES AND NEW ITEMS: Bidder(s) are required to submit samples of each item at time of bid proposal which follow the nutritional guidelines that are posted on the M-DCPS Department of Food and Nutrition Website: http://nutrition.dadeschools.net and School Board Agenda Items Items E-37, May 2006 and H-16, February 2007 (enclosed in the bid solicitation package) that are permitted. Samples shall be identical to the item(s) that is/are specified in the bid proposal. When a bidder(s) is/are requested to submit samples, each lot of samples shall be identified with: vendor's name, bid number, product name and number, grade or size, and nutritional information sheets.

Samples shall be submitted to:
Department of Food and Nutrition
Attention: TEST KITCHEN
7042 West Flagler Street
Miami, Florida 33144
Telephone (786) 275 – 0400

Samples shall be delivered at no cost to the School Board. Failure to deliver samples as required at the time of the bid or within five (5) days of request by M-DCPS may be reason(s) for rejections of bid(s) and/or may be grounds for default of contract by awarded vendor(s).

For food product testing and evaluation information, please refer to the information found at the M-DCPS Department of Food and Nutrition website at http://nutrition.dadeschools.net

Awarded vendors must follow the same procedures stated above when wanting to offer NEW ITEMS to the district. Vendors must comply with any additional School Board Agenda Items passed since time of bid solicitation and any revisions to the M-DCPS Department of Food of Nutrition Website as listed above.

Vendors are not allowed to process any new item(s) for M-DCPS until receiving approval by the Department of Food and Nutrition and Procurement Management Services. Failure to comply with these conditions may be grounds for default as stated in Special Conditions #6 above.

14. EVALUATION OF SAMPLES: Sample(s) shall be identified to the committee by code number by the test kitchen and will be opened and evaluated by a committee of food service personnel, M-DCPS administrators and/or students. Depending on the type of product bid, the samples will be evaluated by the committee using the most appropriate of the methods described below:

A. Product will be evaluated for acceptable flavor, appearance, and texture. Highest total possible score from each committee member is 100. Each committee member is to indicate their score under each factor on an evaluation score sheet.

SPECIAL CONDITIONS: CONTINUED

B. After committee evaluation is completed on all items, each individual score sheet will be tabulated. For a product to be acceptable and considered for placement on a bid, that product must earn an average score of 75 or greater. (Highest and lowest scores will not be considered in calculating the average). Products resulting in an average below 75 will not be acceptable and will be eliminated. Products which earn an average score of 75 or greater will be considered for placement on a bid. An average score of 75 or greater is not a guarantee that any product will be placed on any bid.

C. Each item will also be tested and evaluated according to the bid specifications for the product, including: net weight, package size, case count, type of packaging, and other product descriptions specified in this bid. For a product to be acceptable it must meet the written specifications listed for the particular bid item. Determination of product acceptability based on bid specifications criteria is not a guarantee that any product will be placed on any bid

15. SUBSTITUTIONS: The successful awarded vendor(s) shall deliver only those brands and items awarded on this bid. In the event of an emergency or a new item that a vendor wants to, the awarded vendor(s) must contact the Department of Food and Nutrition and Procurement Management Services for authorization BEFORE delivering the substitution to any designated M-DCPS Cold Storage Facility.

16. INVOICING AND PAYMENT PROCEDURES: Invoices submitted for payment must include the assigned Delivery Order number (DO#) as assigned by the State of Florida, Food Distribution Office. Invoices containing the amount of reworks delivered must contain the actual number of cases and the assigned Delivery Order number (DO#) as assigned by the State of Florida, Food Distribution Office. Upon verification of quantity received, product condition and verification of correct pricing, the Department of Food and Nutrition will forward invoices for payment to the Accounts Payable Department. Invoices are to be directed to the following address:

Miami-Dade County Public Schools
Department of Food and Nutrition
Attention: Director Food and Menu Management
7042 West Flagler Street
Miami, Florida 33144

17. OTHER MISCELLANEOUS ITEMS

A. Trans Fats: All foods served and or sold in Miami Dade County Public Schools must contain zero (0) grams Trans Fats. This also applies to any item including items vended.

18. VENDOR INFORMATION SHEET: All bidders are requested to complete the attached Vendor Information Sheet. In order to conduct new business under this bid, M-DCPS requires that the bidder(s) have a current vendor application on file. The information on both documents must be consistent. Failure to comply with this condition may cause the bidder(s) not be awarded any new business.

Vendor Information is located in the M-DCPS main website under the tabs on the left side. Click on the "Discover M-DCPS" link, then go to "Doing Business with M-DCPS" tab, continue to the "General Information" tab, then click on the "For Vendors" tab. The direct links for Vendor application process can be downloaded at the following website addresses:

http://procurement.dadeschools.net/PDF/3921.pdf
http://procurement.dadeschools.net/pdf/vendorlist.pdf
http://procurement.dadeschools.net/pdf/SwornStatement_NewContract.pdf

SPECIAL CONDITIONS: CONTINUED

19. **OCCUPATIONAL LICENSE**: Any person, firm, corporation or joint venture, with a business location in Miami-Dade County, Florida, which is submitting a bid, shall meet the County's Occupational License Tax requirements in accordance with Chapter 8A, Article IX of the Code of Miami-Dade County, Florida. Bidders with a location outside Miami-Dade County shall meet their local Occupational Tax requirements. A copy of the license(s) is/are requested to be submitted with the Bid Proposal. If the Bidder has already complied with this requirement, a new copy is not required while the license is valid and in effect. It is the Bidder's responsibility to resubmit a copy of a new license after expiration or termination of the current license. Non-compliance with this condition may cause the bid not to be considered for award.

20. **OTHER L ICENSES, PERMITS AND FEES:** The successful vendor(s) shall obtain and pay for all licenses, permits and fees required for this service and shall comply with all laws, ordinances, and regulations. The successful vendor(s) shall pay all federal, state and local taxes chargeable to the operation. The Board will not collect or pay any sales tax for the awarded vendor(s). Damages, penalties and/or fines imposed on the Board or the awarded vendor(s) for failure to obtain required licenses, permits or fines shall be borne by the vendor.

21. **TAXES:** Sales tax, stamp tax, and any and all other applicable taxes are the responsibility of the vendor and shall be paid by the successful bidder.

22. **SUBCONTRACTING/ASSIGNMENT OF CONTRACT:** There shall be no subcontracting or assignment of this contract or any part thereof without prior notification to the Department of Food and Nutrition and Procurement Management Services. Vendors must disclose location of manufacturing facilities with bid submission or within five (5) days of request by M-DCPS. Failure to disclose this information may result in default conditions occurring as stated within Special Conditions #6 of this bid document.

23. **INSPECTION: M-DCPS reserves the right to inspect the vendor's operations facility and/or trucks.** Failure to maintain all required licenses and satisfactory inspection reports by Miami-Dade County, State of Florida, and U.S. Government agencies during the term of this agreement and subsequent renewal(s) may result in the awardee being defaulted.

24. **U.S.D.A. CERTIFICATION DOCUMENT:** Each and every awarded vendor is/are required to complete, if applicable, and to submit the U.S. Department of Agriculture Certification Form contained herein. Failure to do so may result in the bid not being considered for award. Awards exceeding $25,000 will not be made to Awarded Bidder(s) who has/have not submitted this form.

25. **PURCHASES BY OTHER M-DCPS FACILITIES:** Miami-Dade County Public Schools reserves the right to purchase items for other facilities or programs from this bid.

26. **BID SUBMISSIONS: In order to facilitate the evaluation, vendor(s) is/are requested to submit in electronic format the Excel file, Format B** (Bid Proposal Form) on a CD-ROM, 3½" Floppy Disk, or Jump Drive **with the COMPLETE Bid Package. In addition, one printed copy of the COMPLETE Bid Package shall be submitted as the bid, for evaluation.**

    In the event of a discrepancy in manufacturer code(s) and/or packaging on the electronic format, the bidder(s) shall so indicate on the blank text boxes on the electronic format. Should the bidder(s) not be able to enter the discrepancy on the electronic format, the bidder shall so indicate the discrepancy on the printed copy. **The printed copy of the bid shall be used as the document for the evaluation process.**

SPECIAL CONDITIONS: CONTINUED

The complete bid file, including the Format B (Items on Bid) Excel Spreadsheet may be downloaded at the M-DCPS website listed below:

http://procurement.dadeschools.net/bidsol/asp/ENACT.asp

Click on "Current Bids/RFP's Under the Cone of Silence". Bids will be accepted until the time and date indicated on the Bidder Qualification Form, in Room351, 1450 NE 2nd Ave, Miami, FL 33132.
Bids and or files will **not** be accepted by E-Mail. Bidders are requested to submit, with their bid package, all information requested in the attached specifications:

Requested information for this bid includes:

- Signed Bidders Qualification Form.
- Bid Proposal Form (Format B).
- Vendor Information Sheet.
- Signed or Pending Processing Application with State of Florida.
- USDA Certification documents, if applicable
- Occupational License
- **ATTACHMENT JL:** Sworn Statement Pursuant to Section 1012.465, Florida Statutes as Amended by HB 1877, The Jessica Lunsford Act
- The Bid Proposal Form (Format B) Excel file on CD-ROM, 3½" Floppy Disk, or Jump Drive **in addition to the hard copy of the Bid Package.**

27. ERASURES OR CORRECTIONS: Bidders are requested to use permanent ink when completing the Bid Proposal Form.

1. Use of pencil is prohibited.
2. Do not erase or use correction fluid to correct an error.
3. All changes must be crossed out and initialed in ink.
4. Bid proposal form original hard copy must be signed in ink.

Those bids for individual items that do not comply with items 1, 2, 3 and 4 above will be considered non-responsive for that/those item(s).

Miami-Dade County Public Schools (M-DCPS) Bid Proposal Form

Bid sheet must be received at SBAB Rm.351 no later than 2:00 PM on the bid opening date.

PLEASE COMPLETE ALL SHADED AREAS. If writing in information, use ink or black ribbon to fill in areas.

Bid No. 039-GG03

BUYER: R. Johnson

PROCESSING OF USDA DONATED COMMODITIES

NOTE: This spreadsheet will calculate the Total Estimated Quantity Price below IF this form is filled out electonically in Excel.

BIDDER: **TYPE IN YOUR COMPANY NAME HERE**

FORMAT B

Item	Description	ESTIMATED Evaluation Unit		Detail of Item Description (Enter information in shaded areas.)	Unit	TO M-DCPS Designated Facility Unit Price	Estimated Bid Item Total Price
1	GRILLED CHICKEN TENDERS	1500	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY A522 CHICKEN, LARGE		Portions per case:	N/A			
	CHAR-GRILLED CHICKEN TENDERS WITHOUT BREADING		Portion Size:	N/A			
	APPROXIMATELY 0.8 OUNCES EACH.		Total Case Weight:		LB		
	MINIMUM OF 3 PIECES		Other Information:				
	TO MEET 2 OZ MEAT/MEAT ALTERNATE PORTION REQUIREMENT						
	OF THE CHILD NUTRITION PROGRAM						
	NO MSG						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
Approved Brand 1	PERDUE 97326						
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	600 PIECES / 30 POUNDS						
Unit:	CASE						
2	CHEESEBURGERS, MINI -TWIN PACK	20000	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY A594 GROUND BEEF		Portions per case:	N/A			
	CHEESEBURGERS, TWIN PACK		Portion Size:	N/A			
	FROZEN, FULLY COOKED, FLAME-BROILED BEEF PATTY		Total Case Weight:		LB		
	TWIN PACK - PRE-ASSEMBLED TO INCLUDE BUN, MEAT AND CHEESE		Other Information:				
	INDIVIDUALLY PACKED - OVENABLE PACKAGING 2-2.75 OZ						
	TO MEET 2 OZ MEAT/MEAT ALTERNATE						
	3.0 BREAD/BREAD ALTERNATE PORTION REQUIREMENT						
	OF THE CHILD NUTRITION PROGRAM						
	ENRICHED BUN (WHOLE GRAIN PREFERRED)						
	NO MSG.						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
Approved Brand 1	PIERRE FOODS						
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	80 / 5.5 OUNCE PACKAGES PER CASE						
Unit:	CASE						
3	MILD CHEDDAR CHEESE PORTIONS- REDUCED FAT	1500	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY B049 CHEESE		Portions per case:	N/A			
	INDIVIDUALLY WRAPPED PORTIONS		Portion Size:	N/A			
	HOT SEALED FOR EASY OPENING.		Total Case Weight:		LB		
	ALL NATURAL CHEESE-NO IMITATION		Other Information:				
	NOT TO EXCEED 7 GRAMS FAT/ 1 OZ.						
	PRODUCT TO YIELD APPROX. 1 OZ MEAT/MEAT ALTERNATE PORTION REQUIREMENT						
	OF THE CHILD NUTRITION PROGRAM						
	NO MORE THAN 7 GRAMS TOTAL FAT						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
Approved Brand 1	LAND O LAKES # 44802						
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	100 / 1 OUNCE UNITS						
Unit:	CASE						

Miami-Dade County Public Schools (M-DCPS) Bid Proposal Form

Bid sheet must be received at SBAB Rm.351 no later than 2:00 PM on the bid opening date.

PLEASE COMPLETE ALL SHADED AREAS. If writing in information, use ink or black ribbon to fill in areas.

Bid No. 039-GG03

BUYER: R. Johnson

PROCESSING OF USDA DONATED COMMODITIES

NOTE: This spreadsheet will calculate the Total Estimated Quantity Price below IF this form is filled out electonically in Excel.

BIDDER: **TYPE IN YOUR COMPANY NAME HERE**

FORMAT B

Item	Description	ESTIMATED Evaluation Unit		Detail of Item Description (Enter information in shaded areas.)	Unit	TO M-DCPS Designated Facility Unit Price	Estimated Bid Item Total Price
4	STRING CHEESE - MOZARELLA	1500	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY BO77 CHEESE		Portions per case:	N/A			
	MOZARELLA, 100 % NATURAL, LOW FAT (PART-SKIM) LOW MOISTURE		Portion Size:	N/A			
	INDIVIDUALLY WRAPPED 1 OZ PORTION		Total Case Weight:		LB		
	TO MEET 1 MEAT/MEAT ALTERNATE PORTION REQUIREMENT		Other Information:				
	OF THE CHILD NUTRITION PROGRAM						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
Approved Brand 1	LAND O LAKES # 59701						
Approved Brand 2	SCHREIBER						
Approved Brand 3	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	160 / 1 OUNCE UNITS						
Unit:	CASE						
5	CHICKEN PATTIE - WHOLE-GRAIN BREADED	20000	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY A522 CHICKEN, LARGE		Portions per case:	N/A			
	CHCIKEN PATTIE, WHOLE GRAIN-ENRICHED		Portion Size:	N/A			
	BREADED, FULLY COOKED		Total Case Weight:		LB		
	TO PROVIDE 2 MEAT/MEAT ALTERNATE		Other Information:				
	3.00 OZ SERVING MINIMUM PORTION REQUIREMENT						
	OF THE CHILD NUTRITION PROGRAM						
	NO MSG						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
Approved Brand 1	TYSON - 2154-0328						
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	MINIMUM 150 PIECES / 30 POUND BOX PER CASE						
Unit:	CASE						
6	ROAST PORK - CUBAN STYLE	20000	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY A672 PORK ROAST		Portions per case:	N/A			
	Fully cooked, all natural boneless pork leg roast- cuban style		Portion Size:	N/A			
	NO FILLERS		Total Case Weight:		LB		
	FROZEN		Other Information:				
	PACKAGED IN OWN COOKING BAG						
	Each 3.55 oz portion = 2 MEAT/MEAT ALTERNATIVE PORTION REQUIREMENT						
	OF THE CHILD NUTRITION PROGRAM						
	Product to be low in sodium, no more than 240mg/serving						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
Approved Brand 1	CULINARY STANDARDS						
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	4 / 5 POUND BAGS PER CASE						
Unit:	CASE						

Miami-Dade County Public Schools (M-DCPS) Bid Proposal Form

Bid sheet must be received at SBAB Rm.351 no later than 2:00 PM on the bid opening date.

PLEASE COMPLETE ALL SHADED AREAS. If writing in information, use ink or black ribbon to fill in areas.

Bid No. 039-GG03

BUYER: R. Johnson

PROCESSING OF USDA DONATED COMMODITIES

NOTE: This spreadsheet will calculate the Total Estimated Quantity Price below IF this form is filled out electonically in Excel.

BIDDER: **TYPE IN YOUR COMPANY NAME HERE**

FORMAT B

Item	Description	ESTIMATED Evaluation Unit		Detail of Item Description (Enter information in shaded areas.)	Unit	TO M-DCPS Designated Facility Unit Price	Estimated Bid Item Total Price
7	POTATO, WEDGE-CUT	15000	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY A232 POTATOES		Portions per case:	N/A			
	FROZEN- OVEN-READY, SKIN-ON, WEDGE-CUT		Portion Size:	N/A			
	MADE FROM 100% NATURAL POTATO		Total Case Weight:		LB		
	PREPARED IN 100% VEGTABLE OIL		Other Information:				
	MUST NOT CONTAIN POTASSIUM/SODIUM SULFATE						
	MUST NOT CONTAIN POTASSIUM/SODIUM METABISULFATE						
	MUST NOT CONTAIN SULFUR DIOXIDE						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
Approved Brand 1	McCain						
Approved Brand 2	Lamb-Wesson						
Approved Brand 3	Cavensdish						
Pack Size:	6 / 5 POUND BAGS						
Unit:	30 LB. BAG						
8	POTATO,HASH BROWN POTATO STIX	5000	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY A232 POTATOES		Portions per case:	N/A			
	FROZEN- OVEN READY FORMED HASH BROWN STIX, SKIN OFF, BLANCHED,		Portion Size:	N/A			
	OVENABLE, MADE FROM 100% POTATO.		Total Case Weight:		LB		
	SERVING SIZE 2.3 OZ / 63 GMS		Other Information:				
	HASH BROWN POTATO STIX = 1/2 CUP VEGETABLE PORTION REQUIREMENT						
	OF THE CHILD NUTRITION PROGRAM						
	1 GM DIETARY FIBER						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
Approved Brand 1	MCCAIN						
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	8 / 45 OUNCE BAGS PER CASE						
Unit:	CASE						
9	CHICKEN CHUNKS/NUGGETTS - WHOLE-GRAIN BREADED	20000	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY A522 CHICKEN, LARGE		Portions per case:	N/A			
	FULLY COOKED, WHOLE-GRAIN BREADED CHICKEN PATTIES,		Portion Size:	N/A			
	MINIMUM OF FIVE (5) 0.65 OZ PIECES		Total Case Weight:		LB		
	TO PROVIDE MINIMUM OF 2.0 MEAT/MEAT ALTERNATIVE		Other Information:				
	AND 1 BREAD ALTERNATE FOR THE CHILD NUTRITION MEAL PATTERN REQUIUREMENTS						
	NO MSG						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
Approved Brand 1	TYSON - 2155-0328						
Approved Brand 2	PERDUE						
Approved Brand 3	PILGRIMS PRIDE						
Pack Size:	6 / 120 COUNT PER 30 POUND CASE						
Unit:	CASE						

Miami-Dade County Public Schools (M-DCPS) Bid Proposal Form	Bid No. 039-GG03	PROCESSING OF USDA DONATED COMMODITIES
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PLEASE COMPLETE ALL SHADED AREAS. If writing in information, use ink or black ribbon to fill in areas.	BUYER: R. Johnson	

BIDDER:	**TYPE IN YOUR COMPANY NAME HERE**			**FORMAT B**			**TO M-DCPS**		**Estimated**
		ESTIMATED		**Detail of Item Description**	**Unit**		**Designated Facility**		**Bid Item**
Item	**Description**	**Evaluation Unit**		**(Enter information in shaded areas.)**			**Unit Price**		**Total Price**
10	**CHICKEN BREAST BITES -SWEET ASIAN STYLE GLAZED**	**10000**	**Brand:**						$0.00
M-DCPS No.:			Code Number:						
Type:	**UTILIZING USDA COMMODITY A522 CHICKEN, LARGE**		Portions per case:	**N/A**					
	FROZEN		Portion Size:	**N/A**					
	FULLY COOKED CHICKEN BREAST WHOLE MUSCLE BITES WITH RIB MEAT		Total Case Weight:		**LB**				
	NAUTRAL BREADED with ASIAN FLAVOR		Other Information:						
	NO MSG.								
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT								
	NO PARTIALLY HYDROGENATED OIL								
Approved Brand 1	**King's Delight # 58844**								
Approved Brand 2	**OR OTHER BRAND ITEMS MEETING SPECIFICATIONS**								
Pack Size:	**2 / 5 POUNDS**								
Unit:	**CASE**								
11	**CHARBROILED/FLAME BROILED BEEF PATTY**	**1000000**	**Brand:**						$0.00
M-DCPS No.:			Code Number:				**Per portion**		
Type:	**UTILIZING USDA COMMODITY A594 GROUND BEEF**		Portions per case:						
	FROZEN, FULLY COOKED.		**Portion Size:**	**2.4**	**OZ.**				
	EACH PATTY NOT TO CONTAIN MORE THAN 30 (THIRTY) PERCENT FAT CONTENT.		Case Price:	$0.0000					
	NO EGG OR EGG PRODUCT EXTENDER.		Total Case Weight:		**LB**				
	TO PROVIDE 2 OZ MEAT/MEAT ALTERNATE		Other Information:						
	OF THE CN PROGRAM REQUIREMENT WHEN COOKED								
	NO MSG								
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT								
	NO PARTIALLY HYDROGENATED OIL								
Approved Brand 1	**PIERRE**								
Approved Brand 2	**ADVANCE**								
Approved Brand 3	**OR OTHER BRAND ITEMS MEETING SPECIFICATIONS**								
Pack Size:	**135 - 200 / 2.4 OZ PORTIONS**								
Unit:	**PORTION**								
12	**MEATBALLS - BEEF**	**450000**	**Brand:**						$0.00
M-DCPS No.:			Code Number:				**Per portion**		
Type:	**UTILIZING USDA COMMODITY A594 GROUND BEEF**		**Portions per case:**						
	FROZEN, FULLY COOKED, OVEN-READY.		**Portion Size:**						
	EACH MEATBALL TO WEIGH APPROX. 0.5 OUNCES.		Case Price:	$0.0000					
	MAXIMUM OF 30% FAT CONTENT		**Total Case Weight:**		**LB**				
	NO EGG/EGG PRODUCT EXTENDER.		Other Information:						
	EACH PORTION TO PROVIDE 2 OUNCES MEAT/MEAT ALTERNATE								
	TO MEET CN PROGRAM REQUIREMENT								
	NO MSG.								
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT								
	NO PARTIALLY HYDROGENATED OIL								
Approved Brand 1	**PIERRE**								
Approved Brand 2	**ADVANCE**								
Approved Brand 3	**OR OTHER BRAND ITEMS MEETING SPECIFICATIONS**								
Pack Size:	**30 - 40 POUND BOX**								
Unit:	**PORTION**								

Miami-Dade County Public Schools (M-DCPS) Bid Proposal Form		Bid No. 039-GG03		PROCESSING OF USDA DONATED COMMODITIES				
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BIDDER:	TYPE IN YOUR COMPANY NAME HERE			FORMAT B			TO M-DCPS	Estimated
		ESTIMATED		Detail of Item Description	Unit		Designated Facility	Bid Item
Item	Description	Evaluation Unit		(Enter information in shaded areas.)			Unit Price	Total Price
13	CHICKEN DRUMSTICK- BONELESS	3000	Brand:					$0.00
M-DCPS No.:			Code Number:					
Type:	UTILIZING USDA COMMODITY A522 CHICKEN, LARGE		Portions per case:	N/A				
	BONELESS, FULLY COOKED		Portion Size:	N/A				
	FROZEN CHICKEN DRUMSTICK		Total Case Weight:		LB			
	CONTAINING WHITE/DARK MEAT COMBINATION.		Other Information:					
	MAY CONTAIN ISOLATED SOY PROTEIN							
	TO PROVIDE PORTION OF 2 MEAT/MEAT ALTERNATE OF THE CN PROGRAM REQUIREMENT							
	MINIMAL WHOLEGRAIN BREADING.							
	NO MSG.							
	500 MG SODIUM MAXIMUM.							
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT							
	NO PARTIALLY HYDROGENATED OIL							
Approved Brand 1	PERDUE 80532							
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS							
Pack Size:	160 PIECES/ 30 POUND BOX PER CASE							
Unit:	CASE							
14	SWEET POTATO FRIES	2500	Brand:					$0.00
M-DCPS No.:			Code Number:					
Type:	UTILIZING USDA COMMODITY A212 SWEET POTATOES		Portions per case:	N/A				
	100 % SWEET POTATO - DEEP GROOVE 1/2 INCH CRINKLE CUT EXTRA LONG,		Portion Size:	N/A				
	GRADE A, FANCY		Total Case Weight:		LB			
	OVENABLE		Other Information:					
	NO MSG.							
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT							
	NO PARTIALLY HYDROGENATED OIL							
Approved Brand 1	McCAIN HARVEST SPLENDOUR MCF04566							
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS							
Pack Size:	6 / 2.5 POUND BAGS PER CASE							
Unit:	CASE							
15	CHARBROILED/FLAME BROILED 100% BEEF PATTY	5000	Brand:					$0.00
M-DCPS No.:			Code Number:					
Type:			Portions per case:	N/A				
	UTILIZING USDA COMMODITY A704 FRESH BONELESS BEEF		Portion Size:	N/A				
	FROZEN, FULLY COOKED.		Total Case Weight:		LB			
	EACH PATTY NOT TO CONTAIN MORE THAN 20 (TWENTY) PERCENT FAT CONTENT.		Other Information:					
	NO MSG							
	NO EGG OR EGG PRODUCT EXTENDER.							
	TO PROVIDE 3 OZ MEAT/MEAT ALTERNATE WHEN COOKED							
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT							
	NO PARTIALLY HYDROGENATED OIL							
Approved Brand 1	TYSON							
Approved Brand 2	PIERRE							
Approved Brand 3	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS							
Pack Size:	100 / 18.75 POUNDS							
Unit:	CASE							

Miami-Dade County Public Schools (M-DCPS) Bid Proposal Form

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Bid No. 039-GG03

BUYER: R. Johnson

PROCESSING OF USDA DONATED COMMODITIES

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BIDDER: **TYPE IN YOUR COMPANY NAME HERE**

FORMAT B

Item	Description	ESTIMATED Evaluation Unit		Detail of Item Description (Enter information in shaded areas.)	Unit	TO M-DCPS Designated Facility Unit Price	Estimated Bid Item Total Price
16	BEEF STEAK - SHAVED	2000	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY A 704 FRESH BONELESS BEEF		Portions per case:	N/A			
	100 % BEEF		Portion Size:	N/A			
	THIN SLICED/SHAVED STEAK		Total Case Weight:		LB		
	FULLY COOKED		Other Information:				
	NO MSG						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
Approved Brand 1	TYSON						
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	6 / 4 POUNDS						
Unit:	CASE						
17	BEEF PATTY - JAMAICAN-STYLE	1500	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY A594 GROUND BEEF		Portions per case:	N/A			
	CHARBROILED BEEF PATTY WITH JAMAICAN JERK SEASONING SPICES		Portion Size:	N/A			
	FULLY COOKED		Total Case Weight:		LB		
	FROZEN		Other Information:				
	4 OUNCE PORTION						
	NO MSG						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
Approved Brand 1	JTM - 5654CE						
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	90 COUNT						
Unit:	CASE						
18	16 INCH PIZZA, FRESH BAKED-FROZEN	15000	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY BO77 CHEESE		Portions per case:	N/A			
	100 % CHEESE-BLEND, MOZARELLA, LOW FAT (PART-SKIM) LOW MOISTURE		Portion Size:	N/A			
	TO MEET MINIMUM OF 2 MEAT/MEAT ALTERNATE; 3 SERVINGS BREAD/GRAIN		Total Case Weight:		LB		
	OF CN PROGRAM REQUIREMENTS						
	PORTION TO PROVIDE A MINIMUM OF 390 CALORIES		Other Information:				
	WITH NO MORE THAN 14 GRAMS TOTAL FAT						
	AND CONTAIN A MINIMUM OF 3 GRAMS OF FIBER						
	LESS THAN 860 MG SODIUM						
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT						
	NO PARTIALLY HYDROGENATED OIL						
	TO INCLUDE VALUE-ADDED COOKING AND SERVING PROGRAM						
Approved Brand 1	BIG DADDY'S -SCHWANS						
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	9 PIZZAS - 16"						
Unit:	CASE						

Miami-Dade County Public Schools (M-DCPS) Bid Proposal Form		Bid No. 039-GG03		PROCESSING OF USDA DONATED COMMODITIES				
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BIDDER:	TYPE IN YOUR COMPANY NAME HERE			FORMAT B			TO M-DCPS	Estimated
		ESTIMATED		Detail of Item Description	Unit		Designated Facility	Bid Item
Item	Description	Evaluation Unit		(Enter information in shaded areas.)			Unit Price	Total Price
19	16 INCH PIZZA, PEPPERONI, FRESH BAKED-FROZEN	15000	Brand:					$0.00
M-DCPS No.:			Code Number:					
Type:	UTILIZING USDA COMMODITY BO77 CHEESE		Portions per case:	N/A				
	100 % CHEESE-BLEND, MOZARELLA, LOW FAT (PART-SKIM) LOW MOISTURE		Portion Size:	N/A				
	TO MEET MINIMUM OF 2 MEAT/MEAT ALTERNATE; 3 SERVINGS BREAD/GRAIN		Total Case Weight:		LB			
	OF CN PROGRAM REQUIREMENTS		Other Information:					
	PORTION TO PROVIDE A MINIMUM OF 390 CLAORIES							
	WITH NO MORE THAN 14 GRAMS TOTAL FAT							
	AND CONTAIN A MINIMUM OF 3 GRAMS OF FIBER							
	LESS THAN 860 MG SODIUM							
	ZERO (0) GRAMS ARTIFICIAL TRANS FAT							
	NO PARTIALLY HYDROGENATED OIL							
	TO INCLUDE VALUE-ADDED COOKING AND SERVING PROGRAM							
Approved Brand 1	BIG DADDY'S -SCHWANS							
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS							
Pack Size:	9 PIZZAS-16"							
Unit:	CASE							
20	OMELET, CHEESE	5000	Brand:					$0.00
M-DCPS No.:			Code Number:					
Type:	UTILIZING USDA COMMODITY WHOLE BULK EGGS - A566		Portions per case:	N/A				
	100% EGGS AND CHEESE - CHEDDAR		Portion Size:	N/A				
	FULLY COOKED AND FROZEN		Total Case Weight:		LB			
	TO MEET 2 OZ. MEAT/MEAT ALTERNATE OF CN PROGRAM REQUIREMENTS		Other Information:					
	PORTION TO PROVIDE A MINIMUM OF 130 CALORIES							
	WITH NO MORE THAN 11 GRAMS TOTAL FAT							
	AND 4 GRAMS SATURATED FAT CONTENT							
	ZERO (0) GRAMS ARTIFICIAL TRANS FATS							
	NO PARTIALLY HYDROGENATED OIL							
	NO MSG							
Approved Brand 1	MICHAEL FOODS 85037							
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS							
Pack Size:	144 / 2 OUNCE UNITS							
Unit:	CASE							

Miami-Dade County Public Schools (M-DCPS) Bid Proposal Form		Bid No. 039-GG03		PROCESSING OF USDA DONATED COMMODITIES				
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BIDDER:	TYPE IN YOUR COMPANY NAME HERE			FORMAT B			TO M-DCPS	Estimated
		ESTIMATED		Detail of Item Description	Unit		Designated Facility	Bid Item
Item	Description	Evaluation Unit		(Enter information in shaded areas.)			Unit Price	Total Price
21	EGGS, SCRAMBLED - COOKED/FROZEN	5000	Brand:					$0.00
M-DCPS No.:			Code Number:					
Type:	UTILIZING USDA COMMODITY WHOLE BULK EGGS - A566		Portions per case:	N/A				
	100 % EGGS		Portion Size:	N/A				
	CRACKED, MIXED, SCRAMBLED AND PRE- COOKED EGGS		Total Case Weight:					
	INDIVIDUALLY QUICK FROZEN (IQF)		Other Information:					
	PORTION 1 OZ TO MEET 1 MEAT/MEAT ALTERNATE OF CN PROGRAM REQUIREMENTS				LB			
	ZERO (0) GRAMS ARTIFICIAL TRANS FATS							
	NO PARTIALLY HYDROGENATED OIL							
Approved Brand 1	MICHEAL FOODS 85019							
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS							
Pack Size:	4 / 5 POUNDS							
Unit:	CASE							
22	EGG PATTIE, ROUND - GRILLED/FULLYCOOKED/FROZEN	2500	Brand:					$0.00
M-DCPS No.:			Code Number:					
Type:	UTILIZING USDA COMMODITY WHOLE BULK EGGS - A566		Portions per case:	N/A				
	100% EGGS		Portion Size:	N/A				
	PORTION TO MEET 1 OZ MEAT/MEAT ALTERNATE OF CN PROGRAM REQUIREMENTS		Total Case Weight:		LB			
	ZERO (0) GRAMS ARTIFICIAL TRANS FATS							
	NO PARTIALLY HYDROGENATED OIL							
			Other Information:					
Approved Brand 1	MICHAEL FOODS 85017							
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS							
Pack Size:	300 / 1.25 OUNCE PATTIES							
Unit:	CASE							

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BIDDER:	TYPE IN YOUR COMPANY NAME HERE			FORMAT B			TO M-DCPS	Estimated
		ESTIMATED		Detail of Item Description	Unit		Designated Facility	Bid Item
Item	Description	Evaluation Unit		(Enter information in shaded areas.)			Unit Price	Total Price
23	TURKEY AND GRAVY - PRE-COOKED/FROZEN	8000	Brand:					$0.00
M-DCPS No.:			Code Number:					
Type:	UTILIZING USDA COMMODITY TURKEY BULK - A534		Portions per case:	N/A				
	SHREDDED / DICED TURKEY		Portion Size:	N/A				
	DARK/WHITE MEAT (56/44% RATIO)		Total Case Weight:		LB			
	AND LIGHT GRAVY		Other Information:					
	FULLY COOKED AND PASTEURIZED							
	BOIL-IN-BAG							
	CONTAINS NO GLUTEN							
	ZERO (0) GRAMS ARTIFICIAL TRANS FATS							
	NO PARTIALLY HYDROGENATED OILS							
	NO MSG							
Approved Brand 1	JENNIE O # 2847							
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS							
Pack Size:	4 / 5 POUNDS							
Unit:	CASE							
24	TURKEY CANADIAN-STYLE BACON/ HAM - SLICED/PRE-COOKED/FROZEN	3000	Brand:					$0.00
M-DCPS No.:			Code Number:					
Type:	UTILIZING USDA COMMODITY TURKEY BULK - A534		Portions per case:	N/A				
	SLICED TURKEY HAM		Portion Size:	N/A				
	MADE FROM DARK MEAT		Total Case Weight:		LB			
	3/4 OUNCE ROUND SLICE		Other Information:					
	FULLY COOKED							
	SMOKED AND CURED							
	CONTAINS NO GLUTEN							
	CONTAINS NO ALLERGENS							
	ZERO (0) GRAMS ARTIFICIAL TRANS FATS							
	NO PARTIALLY HYDROGENATED OILS							
Approved Brand 1	JENNIE O #2031							
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS							
Pack Size:	8 / 3.125 POUND PACKAGES PER CASE							
Unit:	CASE							

Miami-Dade County Public Schools (M-DCPS) Bid Proposal Form		Bid No. 039-GG03		PROCESSING OF USDA DONATED COMMODITIES				
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BIDDER:	TYPE IN YOUR COMPANY NAME HERE			FORMAT B			TO M-DCPS	Estimated
		ESTIMATED		Detail of Item Description	Unit		Designated Facility	Bid Item
Item	Description	Evaluation Unit		(Enter information in shaded areas.)			Unit Price	Total Price
25	TURKEY HAM - PRE-SLICED/PRE-COOKED/FROZEN	10000	Brand:					$0.00
M-DCPS No.:			Code Number:					
Type:	UTILIZING USDA COMMODITY TURKEY BULK - A534		Portions per case:	N/A				
	SLICED		Portion Size:	N/A				
	NATUALLY LEAN - 95% FAT FREE		Total Case Weight:		LB			
	CRYOVAC		Other Information:					
	0.5 OZ SLICE							
	CONTAINS NO ALLERGENS							
	CONTAINS NO GLUTEN							
	ZERO (0) GRAMS ARTIFICIAL TRANS FATS							
	NO PARTIALLY HYDROGENATED OILS							
Approved Brand 1	JENNIE O # 2565							
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS							
Pack Size:	12 / 1 POUND							
Unit:	CASE							
26	TURKEY BREAST STEAK	2000	Brand:					$0.00
M-DCPS No.:			Code Number:					
Type:	PRE-SLICED/PRE-COOKED/FROZEN/100% USABLE		Portions per case:	N/A				
	UTILIZING USDA COMMODITY TURKEY BULK - A534		Portion Size:	N/A				
	SLICED		Total Case Weight:		LB			
	LOW SODIUM (LESS THAN 450 MG)		Other Information:					
	BREAST MEAT							
	FULLY COOKED IN SEALED BAG							
	99% FAT FREE							
	1.55 OZ STEAKS							
	TO MEET 1 OZ MEAT/MEAT ALTERNATE OF CN PROGRAM REQUIREMENTS							
	ZERO (0) GRAMS ARTIFICIAL TRANS FATS							
	NO PARTIALLY HYDROGENATED OILS							
Approved Brand 1	JENNIE O # 2307-24							
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS							
Pack Size:	6 / 6.2 POUND BAGS PER CASE							
Unit:	CASE							

Miami-Dade County Public Schools (M-DCPS) Bid Proposal Form

Bid sheet must be received at SBAB Rm.351 no later than 2:00 PM on the bid opening date.

PLEASE COMPLETE ALL SHADED AREAS. If writing in information, use ink or black ribbon to fill in areas.

Bid No. 039-GG03

BUYER: R. Johnson

PROCESSING OF USDA DONATED COMMODITIES

NOTE: This spreadsheet will calculate the Total Estimated Quantity Price below IF this form is filled out electonically in Excel.

BIDDER: **TYPE IN YOUR COMPANY NAME HERE**

FORMAT B

Item	Description	ESTIMATED Evaluation Unit		Detail of Item Description (Enter information in shaded areas.)	Unit	TO M-DCPS Designated Facility Unit Price	Estimated Bid Item Total Price
27	BREAKFAST SANDWICH - WHOLEGRAIN, MINI	5000	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY TURKEY BULK - A534 AND B049 OR B119 CHEESE AND		Portions per case:	N/A			
	WHOLE BULK EGGS - A566		Portion Size:	N/A			
	WHOLE GRAIN ENGLISH MUFFIN		Total Case Weight:		LB		
	REDUCED FAT AMERICAN CHEESE		Other Information:				
	LEAN TURKEY HAM						
	AND EGG PATTY						
	3.5 OUNCE PORTION TO MEET 1 OZ MEAT/MEAT ALTERNATE AND						
	1 BREAD SERVING OF CN PROGRAM REQUIREMENTS						
	NO MSG						
	ZERO (0) GRAMS ARTIFICIAL TRANS FATS						
	NO PARTIALLY HYDROGENATED OILS						
Approved Brand 1	CAFE FAVORITES #51160						
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	90 PORTIONS PER CASE						
Unit:	CASE						
28	BREAKFAST SANDWICH - WHOLEGRAIN	2500	Brand:				$0.00
M-DCPS No.:			Code Number:				
Type:	UTILIZING USDA COMMODITY TURKEY BULK - A534 AND B049 OR B119 CHEESE AND		Portions per case:	N/A			
	WHOLE BULK EGGS - A566		Portion Size:	N/A			
	WHOLE GRAIN ENGLISH MUFFIN		Total Case Weight:		LB		
	REDUCED FAT AMERICAN CHEESE						
	LEAN TURKEY HAM						
	AND EGG PATTY						
	4.4 OUNCE PORTION TO MEET 2 OZ MEAT/MEAT ALTERNATE AND						
	2 BREAD SERVINGS OF THE CN PROGRAM REQUIREMENTS		Other Information:				
	NO MSG						
	ZERO (0) GRAMS ARTIFICIAL TRANS FATS						
	NO PARTIALLY HYDROGENATED OILS						
Approved Brand 1	CAFÉ FAVORITES #52160						
Approved Brand 2	OR OTHER BRAND ITEMS MEETING SPECIFICATIONS						
Pack Size:	60 PORTIONS PER CASE						
Unit:	CASE						
	TOTAL ESTIMATED QUANTITIES:	211000	CASES				$0.00

M-DCPS RESERVES THE RIGHT TO AWARD PRODUCTS ON PRODUCTS WHERE COMMODITIES AND/OR REBATES ARE USED, AT EITHER LIST OR NET UNIT PRICES, WHICHEVER IS IN THE BEST INTEREST OF M-DCPS

U.S. DEPARTMENT OF AGRICULTURE

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name PR/Award Number or Project Name

Name(s) and Title(s) of Authorized Representative(s)

Signature(s) Date

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transaction and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Office of Superintendent of Schools
Board Meeting of May 10, 2006

April 26, 2006

Business Operations
Ofelia San Pedro, Deputy Superintendent

SUBJECT: REQUEST THAT THE SCHOOL BOARD ADOPT AND IMPLEMENT AN ESTABLISHED SCHOOL WELLNESS POLICY IN ALIGNMENT WITH THE DISTRICT'S APPROVED SYSTEM OF HEALTH AND WELLNESS ADDRESSING HEALTH ISSUES FACING OUR STUDENTS AND PER THE REQUIREMENTS OF THE CHILD NUTRITION AND WIC REAUTHORIZATION ACT OF 2004

COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL RELATIONS

Last spring, the Child Nutrition and WIC Reauthorization Act of 2004 required local educational agencies to adopt a School Wellness Policy by June, 2006. Additionally, at the November 16, 2005 Board Meeting, The School Board approved Agenda Item A-3, authorizing the Superintendent to establish healthy beverage and food guidelines for all food sales before, during and 1-hour after school, mandate physical education at all elementary/middle schools, implement the Fitness Lifestyle Design course at all un-served high schools, establish a Middle School Athletics/Activity coordinator supplement, commit to hold the Division of School Athletics/individual school Athletic programs harmless for any revenue lost from the change in food sale guidelines, and develop and implement a comprehensive Health Literacy curriculum to ensure that students meet the National Health Education Standards. These efforts began the process of creating a coordinated, comprehensive local School Wellness Policy which incorporates and integrates nutrition, physical education, health literacy and school-based healthcare.

The Child Nutrition and WIC Reauthorization Act of 2004 mandates that all local educational agencies adopt a School Wellness Policy that at a minimum: includes goals for nutrition education, physical activity, and other school based activities designed to promote student wellness; includes nutrition guidelines for all foods available on the school campus during the school day; provides the assurance that the guidelines for school meals are not less restrictive than those set by the federal government; establishes a plan for measuring implementation of the local wellness policy; involves parents, students, and representatives from the school food authority, the school board, school administrators and the public in the development of the wellness policy; and includes a plan for measuring and evaluating the implementation of the policy and reporting the effectiveness and recommended revisions, if necessary, to the School Board.

E-37

With the November 16, 2005 authorization of the School Board for the Superintendent to adopt the outlined System of Health and Wellness and Healthy Beverages and Food Guidelines, together with the recommendations of the district's Food and Nutrition and Physical Education Advisory Committee, a district School Wellness Policy meeting the required criteria for the Child Nutrition and WIC Reauthorization Act of 2004 has been developed and is attached hereto.

A copy of the November 16, 2005, School Board approved Agenda Item A-3, will be transmitted to the Board under separate cover and placed on file in the Citizen Information Center and the Office of the Board Recording Secretary.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, adopt and implement the attached School Wellness Policy effective July 2006, in alignment with the District's Approved System of Health and Wellness and per the requirements of the Child Nutrition and WIC Reauthorization Act of 2004.

WELLNESS POLICY

Preamble

The Miami-Dade County Public School District (M-DCPS) is committed to providing a healthy environment for students and adults within the school environment, recognizing that people must be physically healthy in order to achieve academic success.

M-DCPS also recognizes that there is a link between academic performance and the food served in schools, health literacy and nutrition education, physical education and physical activity, and environmental awareness.

The District will focus on achieving four goals:

- Nutrition – all students will have access to and take advantage of high-nutrient food options
- Physical Activity – all students will engage in the daily recommended levels of physical activity
- Health Literacy – all students will be educated on how to make 'health-enhancing' choices
- School-based Healthcare – all students will have access to physical and mental healthcare

Together, these objectives set the foundation for a coordinated, comprehensive wellness program that enables students to succeed academically.

Introduction

To promote wellness and address current health issues facing our students, including childhood overweight and obesity, the M-DCPS will provide:

1. Nutritious foods, available on campus during the school day, to promote student health;
2. Physical education and physical activity, to enable students to develop healthy lifetime habits conducive to cardiovascular conditioning, flexibility, coordination, balance and physical strength;
3. Health literacy and nutrition education to equip students to make the most health-enhancing decisions about the food choices available to them, and to understand health-related influences in the environment; and
4. School-based healthcare to protect students' physical, mental, social and emotional health.

   The M-DCPS Wellness Policy establishes objectives in each of these areas, and sets guidelines for how to meet them successfully in a coordinated, comprehensive wellness program that enables students to succeed academically.

Policies

1. **Nutrition Policy:** All students will have access to high-nutrient food options and to nutrition information about them.

   The Department of Food and Nutrition will serve food that is high in fiber, low in added fats, sugar, and sodium, respectful of cultural diversity and served in appropriate portion sizes consistent with USDA standards with adequate time allotted for meal consumption and in an environment conducive to making nutritional choices.

2. **Physical Education and Physical Activity Policy**: All students will engage in daily recommended levels of physical activity.

(2a) Physical Education is required for all students following national recommendations by grade level. If additional periods are added to the current six-period day in senior high schools, then physical education requirements may be increased beyond the current minimums, which are:

Elementary, grades K–5:	150 minutes per week, preferably at least 20 minutes daily.
Secondary, grades 6–12:	225 minutes per week, preferably at least 50 minutes daily, except for students whose academic program does not provide adequate time in the schedule.

Recess for students in grades PK – 5 is required to take place either three times a week for 15 minutes each time or two times a week for 20 minutes each time in all grades. Recess is defined as unstructured playtime that is supervised by adults, but not directed by adults.

(2b) Physical education will be taught by a certified specialist and be an essential part of every school's instructional program, subject to differing abilities of students. The program will stress the importance of physical fitness and encourage healthy lifestyles.

(2c) Physical education will include training in skills needed for enhancing health, such as:

- Comprehension of concepts related to health promotion, disease prevention, and reduction of health risk
- Ability to access valid health information
- Ability to analyze the influences of culture and technology on health
- Effective interpersonal communication skills
- Setting goals and making decisions
- Advocacy skills for personal, family and community health.

3. **Health Literacy Policy:** In addition to health and fitness taught in physical education programs, all students will be taught comprehensive principles of nutrition and health implications, media literacy, an appreciation of healthy food and other competencies essential to making health-enhancing choices. Strategies employed will include, but not be limited to:

(3a) Incorporating health literacy education into classroom instruction in all core curriculum areas including comprehensive concepts on health –enhancing behaviors and risk factor reduction for lifestyle disease prevention.

(3b) Providing nutrition education at all grade levels which includes lessons and experiential learning opportunities that enhance health:

- Emphasize the importance of goal-setting and positive decision-making strategies that enhance health including those related to food intake and energy expenditure.
- Analyze the influence of culture, media and other factors on food choices and preferences in personal health practices including food preparation methods that enrich and challenge healthy living.

(3c) Training students to differentiate between marketing messages and substantive health information.

(3d) Promoting healthy food choices on school premises by making relevant nutrition information available as close as possible to the point of choice.

4. **School-based Healthcare Policy:** All students will have access to physical, mental, social and emotional healthcare.

(4a) School Health Connect will provide every school with a school-based health team to ensure that a coordinated level of healthcare is consistently available at every school, including but not limited to:

- Link to medical home
- Mandated screenings and assessments with appropriate follow-up
- System for dealing with crisis medical situations
- Appropriate administration of medications
- Social histories
- Mental health counseling and primary care as appropriate

(4b) Each team will be composed of a school nurse, school social worker, and two health technicians. Currently, it is estimated that each team will serve two schools. Each team will be associated with one or more community health providers, who will provide health services to students and/or link students to medical homes.

(4c) Staff Wellness

- Information on health literacy, nutrition and physical activity will be provided to all school district staff.

Monitoring and Evaluation

The Superintendent's Wellness Advisory Committee is responsible for reviewing and monitoring the District's Wellness Policy in accordance with the District's goals and initiatives to ensure high academic achievement through enhanced wellness curriculum and programs to improve the health of all students.

The goals, objectives and guidelines of the M-DCPS Wellness Policy will be reviewed annually. Recommendations to the Superintendent by the Wellness Advisory Committee will address responses to changing conditions, more effective techniques and proven strategies, incorporate new objectives if needed, and ensure that the guidelines reflect emerging scientific knowledge relevant to our children's health.

MEMORANDUM May 3, 2006

TO: The Honorable Chair and Members of The School Board of Miami-Dade County, Florida

FROM: Rudolph F. Crew, Superintendent of Schools

SUBJECT: **SUPPLEMENTAL INFORMATION FOR AGENDA E-37, SCHOOL BOARD MEETING OF MAY 10, 2006: REQUEST THAT THE SCHOOL BOARD ADOPT AND IMPLEMENT AN ESTABLISHED SCHOOL WELLNESS POLICY IN ALIGNMENT WITH THE DISTRICT'S APPROVED SYSTEM OF HEALTH AND WELLNESS ADDRESSING HEALTH ISSUES FACING OUR STUDENTS AND PER THE REQUIREMENTS OF THE CHILD NUTRITION AND WIC REAUTHORIZATION ACT OF 2004**

As background information for Agenda Item E-37, attached please find approved Agenda Item A-3 from the November 16, 2005 School Board meeting. This item outlines the cost and timing for the recommended actions in Attachment B of Agenda Item A-3.

If you require additional information, please contact Ms. Ofelia San Pedro, Deputy Superintendent, Business Operations at 305-995-4581.

RFC:jls
M-1442
Attachment

Rudolph F. Crew, Ed.D., Superintendent of Schools

SUBJECT: **REQUEST THAT THE SCHOOL BOARD AUTHORIZE THE SUPERINTENDENT TO:**

1. **ESTABLISH HEALTHY BEVERAGES AND FOOD GUIDELINES FOR ALL FOOD SALES BEFORE, DURING, AND 1 HOUR AFTER SCHOOL AS OUTLINED IN ATTACHMENT A**
2. **MANDATE PE AT ALL ELEMENTARY/MIDDLE SCHOOLS**
3. **IMPLEMENT FITNESS LIFESTYLE DESIGN COURSE AT ALL UN-SERVED HIGH SCHOOLS**
4. **ESTABLISH A MIDDLE SCHOOL ATHLETICS/ACTIVITY COORDINATOR SUPPLEMENT**
5. **COMMIT TO HOLD THE DIVISION OF SCHOOL ATHLETICS/INDIVIDUAL SCHOOL ATHLETIC PROGRAMS HARMLESS FOR ANY REVENUE LOST FROM CHANGE IN FOOD SALES GUIDELINES**
6. **DEVELOP AND IMPLEMENT A COMPREHENSIVE HEALTH LITERACY CURRICULUM TO ENSURE THAT STUDENTS MEET THE NATIONAL HEALTH EDUCATION STANDARDS**

COMMITTEE: **INSTRUCTIONAL EXCELLENCE AND COMMUNITY ENGAGEMENT**

Introduction

Over the past several years, School Board members have introduced different initiatives that demonstrate their commitment to the health and wellness of our students. Ms. Perla Tabares Hantman introduced an item that established a cold and flu prevention program. Mr. Agustin J. Barrera introduced an item that established a partnership with the City of Miami Mayor's Task Force on Health and the Cuban-American National Council, Inc. to promote awareness on childhood obesity. Mr. Frank J. Bolaños introduced an item that established a partnership between the City of Miami, the Save a Life Foundation, and the District to implement a first response emergency training program. Dr. Martin Karp introduced an item to investigate the feasibility of having CPR certified staff members at school sites. Dr. Marta Pérez submitted an item to ban carbonated beverages and another item to develop a wellness policy. During the past months, staff has worked to identify a System of Health and Wellness that addresses the health issues facing our students. The following recommendations are focused on achieving four objectives:

- Nutrition – all students will have access to and take advantage of high-nutrient food options
- Physical Activity – all students will engage in the daily recommended levels of physical activity
- Health Literacy – all students will be educated on how to make 'health-enhancing' choices
- School-based Healthcare – all students will have access to physical and mental healthcare

Together, they set the foundation for a coordinated, comprehensive wellness program that enables students to succeed academically.

Background

National statistics on obesity clearly define an epidemic that experts predict will result in perhaps the first generation of Americans that will have a shorter life expectancy than their parents. The majority of American youth are sedentary and do not eat well. Poor nourishment and lack of physical activity can lead to learning problems in school and school-related problems that can continue into adulthood.

A-3

Current status

Miami-Dade County Public Schools (M-DCPS) has instituted a number of initiatives that address the wellness of our students including, but not limited to, the following:

- School menus comply with the Dietary Guidelines for Americans and vendor contracts include provisions to ensure that healthy beverage/snack options are available in vending machines.
- Elementary and secondary schools implement Physical Education, Health Education, and HIV/AIDS education.
- A mandatory screening program is conducted at multiple grade levels for vision, hearing, and scoliosis, as well as, follow-ups for hypertension.
- Nutrition education, as outlined in the Sunshine State Standards Health Curriculum, is provided upon request to all grade levels by nutrition educators who are Registered Dietitians.
- Recess is currently being implemented in PK-5 grades, either three times a week for 15 minutes each time or two times a week for 20 minutes each time.

While the policies and programs instituted have proven to have an impact on health issues, M-DCPS has not yet instituted a comprehensive program to improve the health of our students.

Cost and timing for the recommended actions are outlined in Attachment B.

RECOMMENDED: Request that The School Board of Miami-Dade County, Florida, authorize the Superintendent to:

1. Establish Healthy Beverages and Food Guidelines for **all** food sales before, during, and 1 hour after school as outlined in Attachment A
2. Mandate PE at all elementary/middle schools
3. Implement Fitness Lifestyle Design course at all un-served high schools
4. Establish a Middle School Athletics/Activity coordinator supplement
5. Commit to hold the Division of School Athletics/individual school Athletic programs harmless for any revenue lost from change in food sales guidelines
6. Develop and implement a comprehensive Health Literacy curriculum to ensure that students meet the national health education standards

HEALTHY BEVERAGES AND FOOD GUIDELINES

M-DCPS is committed to providing an environment in which all students can make healthful food choices for lifelong health. As such, the following Healthy Food and Beverage Guidelines will be implemented effective July 1, 2006 for all food sales before, during, and 1 hour after school.

Beverage guidelines

- Only fruit-based drinks, composed of no less than 50% fruit juices with no added sweeteners, artificial flavors or colors.
- Drinking water with no additives except those minerals normally added to tap water.
- Electrolyte replacement drinks that do not contain more than 34 grams of added sweetener per 16 ounce serving; 16 ounce maximum volume.
- Milk and flavored milks, all milk should contain Vitamin A and D at levels specified by the Food and Drug Administration.

The following are not allowed:

- Carbonated beverages
- Beverages containing additives such as herbal and non-vitamin supplements
- Food colorings and flavors not proven safe by the Food and Drug Administration
- Beverages containing vitamin and/or mineral supplements
- Beverages in glass containers

Food guidelines

- No more than 35% of total calories from fat
- No more than 10% of total calories from saturated fat, including trans fat
- No more than 35% added sugar by weight

Portion guidelines

- Beverages, except for water: less than 16 oz.
- Snacks and sweets (including but not limited to chips, crackers, popcorn, cereal, trail mix, nuts seeds, dried fruit): 1.5 oz.
- Cookies/cereal bars: 2 oz.
- Bakery items (e.g., pastries, muffins): 3 oz.
- Frozen desserts, ice cream: 3 fluid oz.
- Other items (including, but not limited to, French fries and onion rings) shall be no larger than the portions served by Food and Nutrition Services

REPLACE THIS PAGE ONLY

COST AND NEXT STEPS FOR RECOMMENDATIONS

RECOMMENDATION	COST	NEXT STEPS
Establish Healthy Beverages and Food Guidelines for **all** food sales	• Potential loss of revenue in first year of implementation; expected to be no loss of revenue in the longer-term	• New vending machine access bid to be released in Dec. 2005
Mandate PE at all elementary/middle schools	• ~$3.4 million in new PE teacher allocation	• Full implementation by 2008
REVISED Establish a Middle School Athletics/ Activity coordinator supplement	• $158,000 for Middle School Athletics/Activity Coordinators	• Begin Jan. 2006
REVISED Implement Fitness Lifestyle Design course at all un-served high schools	• $700,000 for additional fitness centers – Capital Expense	• Full implementation by 2007
Commit to hold the Division of School Athletics/individual school Athletic programs harmless for any revenue lost from change in food sales guidelines	• Cost of replacing any lost revenue from change in food sales guidelines (TBD)	• TBD pending results of vending machine access bid
Develop and implement a comprehensive Health Literacy curriculum to ensure that students meet the national health education standards	• To be determined	• To be developed in 2006 for implementation in 2007
Implement School Health Connect Teams	• $7 million in redirected funding, not additional cost	• Final proposal due in January

Office of School Board Members
Board Meeting of February 14, 2007

February 8, 2007

Mr. Renier Diaz de la Portilla, Board Member

SUBJECT: **PROHIBITION OF ARTIFICIAL TRANS FATS ON FOODS SOLD TO STUDENTS IN MIAMI-DADE COUNTY PUBLIC SCHOOLS ON CAMPUS DURING THE SCHOOL DAY**

COMMITTEE: **INSTRUCTIONAL EXCELLENCE & COMMUNITY ENGAGEMENT**

Childhood obesity is a serious and growing concern as weight-related problems, including type 2 diabetes, increase among children and adolescents. According to figures from the National Health & Nutrition Examination Survey, 16 percent of children ages 6 to 19 are defined as overweight. That is triple what the proportion was in 1980.

Miami-Dade County Public Schools should take further action to address the growing problem of child obesity in our schools. We should start by ensuring that all artificial trans fatty acids (trans fats) are eliminated from foods that are sold in schools on campus during the school day.

Research has shown that artificial trans fat can clog arteries and cause obesity. Artificial trans fats are formed when food manufactures add hydrogen to vegetable oil to make it solidify. In a process called hydrogenation this process boosts the flavor of the food. An example of this would be found in sandwich cookies, processed crackers and margarine. Research has shown that trans fats in these oils may even be worse than saturated fat found in foods like meat. This raises our "bad" LDL cholesterol. The 2005 Dietary Guidelines for American recommends that the dietary intake of trans fat be "as low as possible."

Kraft, Taco Bell and KFC have begun phasing out artificial trans fats in the form of partially hydrogenated vegetable from their menus. The cities of New York and Los Angeles also have enacted policies reducing or eliminating trans fats from local restaurants, and a bill requiring disclosure of trans fats in Florida restaurants has been filed in Tallahassee for the 2007 legislative session. REVISED

REVISED

H-16

ACTION PROPOSED BY
MR. RENIER DIAZ DE LA PORTILLA:

That The School Board of Miami-Dade County Public Schools direct the Superintendent to:

(1) prohibit the use of trans fats in all foods prepared in Miami-Dade County Public Schools by the 2007-2008 school year.

(2) ensure that all food vendor contracts and food product supplier contracts which contain trans fats not be renewed upon their expiration and that they be replaced with products and foods that contain no trans fats.