



The School Board of Miami-Dade County, Florida
 SCHOOL BOARD ADMINISTRATION BUILDING
 Bureau of Procurement and Materials Management
 1450 N.E. 2nd Avenue, Room 352
 Miami, Fl. 33132

Direct All Inquiries To
 Procurement Management Services
 R. Johnson
 PHONE: (305) 995-2361
 TDD PHONE: (305) 995-2400

BID/RFP ADDENDUM

BID/RFP No.: 073-JJ03

BID/RFP TITLE: SCHOOL BEVERAGE VENDING

Date: 03/30/2009

Addendum No. 3

This addendum modifies the conditions of the above referenced BID/RFP as follows:

- 1) Revision to Special Conditions #17 K. changing the time to remove machines to thirty (30) days.
- 2) Revision to Attachment SI to include additional approved beverages in specific types of schools.
- 3) Opening Date and Time for this bid solicitation has changed to THURSDAY, APRIL 2, 2009 at 2:00 p.m. EDT.
- 4) Bidders are reminded to review all bid documents, including special conditions, specifications, and attachments before submitting their bid proposal. Also, bidders are reminded to monitor the M-DCPS Procurement Website for further information, including responses to Questions and Comments submitted for this bid solicitation.

The attached pages containing clarifications, additional information and requirements constitutes an integral part of the referenced bid.

1. If your bid/proposal has not been mailed, substitute the pages marked REVISED and mail your entire bid/proposal package. **REMEMBER TO SIGN THE BIDDER QUALIFICATION FORM.**

OR

2. If your bid/proposal has been mailed, sign and return this addendum form with the revised pages by the time and date indicated on the Bidder Qualification Form. **BY SIGNING THIS ADDENDUM, THE VENDOR AGREES TO THE TERMS AND CONDITIONS CONTAINED IN THE BIDDER QUALIFICATION FORM AND ALL RELATED BID DOCUMENTS.**

I acknowledge receipt of Addendum Number

PLEASE NOTE: If your firm has mailed a copy of this bid/proposal to another vendor, it is your responsibility to forward them a copy of this addendum.

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: _____

MAILING ADDRESS: _____

CITY, STATE ZIP CODE: _____

TELEPHONE NUMBER: _____ E-MAIL I.D. _____ FAX # _____

BY: SIGNATURE (Manual): _____
 OF AUTHORIZED REPRESENTATIVE

NAME (Typed)- _____ TITLE: _____
 OF AUTHORIZED REPRESENTATIVE

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

BID 073-JJ03	BUYER R. JOHNSON	PAGE SC 5
SCHOOL BEVERAGE VENDING (REVISED 03/30/2009)		

SPECIAL CONDITIONS: CONTINUED

16. SERVICE: The following conditions apply regarding the servicing of all machines awarded on this bid:

- A. The awarded vendor must furnish school site representatives, the name and telephone number of a contact person for equipment repair and/or product quality.
- B. All servicing of vending machines shall take place during normal school operating hours unless otherwise authorized by the site administrator, with each service call being logged in the main office of each school site location. It shall not be the responsibility of the Department of Food and Nutrition, nor any school site food service employee, to provide service to any vending machines.
- C. Service shall be provided to insure adequate stock of merchandise.
- D. Minimum of 75% fill rate is expected on a daily basis.
- E. All service staff must be appropriately identified and dressed, with clothing that does not contain any offensive or tasteless language or graphics/pictures.
- F. The Beverage vending machines must be in good overall external and internal condition in regards to appearance and operating mechanisms.
- G. The awarded vendor must maintain vending machines in good condition through out the term of the bid and either replace or repair machines that are not presentable and standards of sanitation and maintenance must maintain. Any type of graffiti must be immediately removed.

17. INSTALLATION AND REMOVAL OF VENDING EQUIPMENT: The number of vending machines to be installed at each school site at the start of the bid award is detailed on the Format B Excel Spreadsheet (Items on Bid.) Any changes to the number of machines during the bid period (including extensions, if any) must be approved by the M-DCPS Site Administrator,

- A. The vendor must coordinate with the school site administrator location of vending machines, in accordance with M-DCPS procedures.
- B. Vending machines for this contract are not permitted to be placed in the cafeteria or food service area of any site or directly outside within twenty feet (20) from the doors leading of the cafeteria or food service area, unless approved by the Food Service Director of the site.
- C. To facilitate housekeeping, all vending machines shall be located so that space around the machines can be easily cleaned and maintained.
- D. All machines shall be kept clean and sanitary with a regular schedule for cleaning the inside and outside of each machine, as needed.
- E. Additional requests for cleaning shall be directed to the vendor.
- F. The vendor shall be responsible for removal of supply cartons, crates, wrappings, etc.
- G. Any additional electrical wiring/outlets needed for machine operation shall be coordinated with the school site administrator.
- H. All signage and front or side panels of vending machines must be of a non-branded type, with final approval of signage by the designated administrator at the Department of Food and Nutrition.
- I. All vending machines must be in new or like new condition, and have an appropriate tamper proof money counting system.
- J. Awarded vendor must correct any situation in regards to placement, maintenance, stocked items, graffiti or any other related situation within forty-eight hours after initial notification by district personnel.
- K. Successful vendors, at the time of expiration and or termination of their contract, at their own expense and without damage to the building or property, within **thirty (30) days** upon request, shall remove all vending machines and equipment installed by their company.

Miami-Dade County Public Schools (M-DCPS)
Bid Number 073-JJ03 Specifications
BEVERAGE VENDING PROGRAM
REVISED 03/30/2009

Note: Nutritional Guidelines may change during the term of the bid and vendors will be notified.

High School

- Bottled Water
- All beverages must be non-carbonated and caffeine free
- No- or low-calorie beverages with up to 10 calories/8 ounces
- Up to 12 ounce servings of 100% juice and certain other drinks
 - 100% juice with no added sweeteners, up to 120 calories/8 ounces, and with at least 10% of the recommended daily value for three or more vitamins and minerals.
 - Other drinks with no more than 66 calories/8 ounces
- At least 25% of non-milk beverages must be water and no more than 25% of beverages may be no- or low-calorie options

Middle Schools

- Up to 10 ounce serving of 100% juice
 - 100% juice with no added sweeteners, up to 120 calories / 8 ounces, and with at least 10% of the recommended daily value for three or more vitamins and minerals
- Bottled Water
- **NO No-calorie or Low-calorie choices**

NEW ITEMS

Awarded vendor(s) that are requesting new items to be placed in beverage vending machines covered under this bid are required to submit two (2) samples of each item the vendor will be stocking in the vending machines which follow the nutritional guidelines according to the standards of the Department of Food and Nutrition that are permitted. Samples shall be identical to the item(s) that is/will be placed in the awarded beverage machine. When the vendor submits 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: Vending Program
7042 West Flagler Street
Miami, Florida 33144
Telephone (786) 275 – 0400

Samples shall be delivered at no cost to the School Board.