



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
 Buyer: Vanessa Flores, CPSM, C.P.M.

PHONE: (305) 995-1379
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BID/RFP ADDENDUM

Date: June 11, 2012
 Addendum No. 1

BID/RFP No.: 056-MM03

BID/RFP TITLE: Milk and Dairy Products

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

Special Conditions:

#2 Award, the number of items to be awarded has changed from 12 to 9

#4 Bid Submittals, the last bullet has additional requirements

#6 Price Adjustments, this section has been rewritten

Bid Proposal Form:

Items have been reformatted to reflect option of bidders submitting pricing for cartons, plastic pouches and/or both.

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

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SPECIAL CONDITIONS

1. **PURPOSE:** The purpose of this bid is to establish a contract, at firm unit prices, for the purchase and delivery of milk and dairy products for the Department of Food and Nutrition. The term of the bid shall be for two (2) years from date of award, and may, by mutual agreement between Miami-Dade County Public Schools (M-DCPS) and the awardee(s), be extended for three (3) additional one year periods, and if needed, 90 days beyond the expiration date of the current contract period. Procurement Management Services, may if considering to extend, request a letter of intent to extend from the awardee, prior to the end of the current contract period. The awardee(s) will be notified when the Board has acted upon the recommendation. All prices shall be firm for the term of the contract. The successful vendor(s) agrees to this condition by signing this bid.

2. **AWARD:** M-DCPS may award this contract to qualified dairy processing manufacturers meeting the specifications contained herein. For Items 1 through 9 an award will be made on a total low basis to the three (3) lowest responsive and responsible vendors (Primary, Alternate and Second Alternate) meeting specifications. Vendors must bid ALL items to be considered for award. The primary awardee will be contacted for all orders. If the primary awardee fails to perform under the terms and conditions of the contract, the Alternate awardees will be contacted.

3. **PRE-BID CONFERENCE:** A pre-bid conference will be held on **Tuesday, June 5, 2012, at 9:00 a.m.** at the M-DCPS Department of Food and Nutrition, 7042 W. Flagler Street, Miami, FL 33144 (entrance on SW 4th Street). Attendance at the pre-bid conference is recommended and highly encouraged, although not a pre-requisite for bid submittal. At this meeting, any questions regarding the bid and scope of work shall be discussed.

4. **BID SUBMITTALS:** Bidders are requested to submit **one (1) original (clearly marked) and one (1) copy** of their bid. Bidders are requested to submit, with their bid package, all information requested herein. Bidders are required to submit, with their bid package, or within five (5) days of request, all information requested herein. Failure to submit the following documentation may result in the bid not to be considered for award. Bids will be accepted until the time and date indicated on the Bidders Qualification Form. Requested information includes, but is not limited to:
 - Signed Bidders Qualification Form
 - Bid Proposal Form Price Sheets
 - Vendor Information Sheet
 - Occupational License
 - USDA Certification documents, if applicable
 - Most current inspection report from State of Florida Agency
 - Valid e-mail address for SAP system communications (i.e. PO's)
 - A letter indicating the following: delivery contact, hours in which orders may be placed, deadlines to place orders, and any other pertinent ordering information

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SPECIAL CONDITIONS CONTINUED

- Nutrition facts label and CN label if applicable to assist in the gathering of nutrient information for all items. All food products must meet the district's healthy food and beverage guidelines.
- Three (3) reference letters, with dates, clients and contact information
- Proof of volume production capability
- Vendor's HACCP program and procedures
- FMO pricing announcement and Dairy Cooperatives Price announcements used to calculate bid price

5. **PRICES:** Bid prices shall be for fresh milk and dairy items made from quality ingredients. All items offered must be manufactured according to the State Board of Health and the Miami-Dade County Health Department specifications and regulations. All containers shall be suitable for storage and shipment, and all prices shall include standard commercial packaging. All bid prices shall include delivery to cafeteria storage units and removal of empty plastic milk cartons/crates on a daily basis. Prices shall include all charges for packing, handling, freight, fuel, distribution and inside delivery.

6. **PRICE ADJUSTMENTS:** It is expected that the prices submitted shall remain firm for the entire contract and extension period (if any), as stated above. However, fluctuating market conditions may affect the ability of awarded bidder(s) to maintain the original bid prices. Therefore the Awarded Bidder(s) may request a price adjustment based on verifiable changes in the market. The basis of this bid is May 2012, Raw Milk Costs (Butterfat and Skim Milk) as announced by the USDA, Agricultural Service, Market Administrator plus over order premiums payable to Dairy Cooperatives, for Federal Order #6, Zone #5. Increases or decreases shall be based on both Butterfat and Skim Milk costs. The milk contractor shall give written notification to M-DCPS Procurement Management Services and the Department of Food and Nutrition each month of the fiscal year that a change upward or downward has taken place. The Milk contractor shall provide documentation of these changes, including Dairy Cooperatives Price announcements and calculations supporting increases or decreases. M-DCPS Procurement Management Services and the Department of Food and Nutrition must be notified by the 28th day of the prior month. If the milk contractor fails to notify M-DCPS Procurement Management Services and the Department of Food and Nutrition of any such price decrease which would result in a decrease in the contract price of milk, the School Board will make an appropriate reduction in price with the date such reduction should have been made had the contractor given proper notice or take such other action as is appropriate to give the School Board the advantage of such reduction.

Price increases/decreases on dairy products other than fluid milk will be calculated using conversion formula pricing factors relative to the conversion of raw milk to finished products.

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- A. M-DCPS will review all requests for price adjustments, and reserves the right to approve, reject or to modify any and all requests as deemed to be in the best interest of M-DCPS. Each price adjustment is reviewed and submitted to the awarded vendor(s) for approval. If mutually agreed upon, the price adjustment(s) shall be valid for the next month unless the adjustment period is otherwise stated and approved by M-DCPS Procurement Management Services and the Department of Food and Nutrition at M-DCPS. Awarded vendor(s) who are granted price adjustments for the designated period must make these price adjustments valid for the entire designated period. If adjustment is disapproved M-DCPS reserves the right to secure new quotations for items.
- B. All price adjustments shall be subject to audit as to validity and accuracy at any time by school system personnel.

See below for an example of how the milk price adjustment would have been calculated for May 2012 from April 2012 – Example figures are for illustrative purposes ONLY using hypothetical data.

Raw Milk Cost Change Calculation

Prior Month	April 2012	\$23.42 per cwt per pound
		\$18.39 per cwt \$0.1839
		\$1.6199 per # bf\$1.6199
Current Month	May 2012	\$24.00 per cwt per pound
		\$18.73 per cwt \$0.1839
		\$1.6940 per # bf\$1.6940

PRODUCTS	LBS. PER GAL.	MONTHLY CHANGE	PRICE INCREASE/ DECREASE
1% Milk	8.5338 Skim x	\$0.0034	EQUALS \$0.02901
	0.0862 B.F. x	\$0.0741	EQUALS \$0.00639
	8.6200 Total		\$0.03540 Per Gal \$0.00221 Per ½ Pt.
Skim Milk	8.61274 Skim x	\$0.0034	EQUALS \$0.02928
	0.1726 B.F. x	\$0.0741	EQUALS \$0.00128
	8.6300 Total		\$0.03056 Per Gal \$0.00191 Per ½ Pt.
.5% Chocolate	8.0121 Skim x	\$0.0034	EQUALS \$0.02724
	0.0443 B.F. x	\$0.0741	EQUALS \$0.00328
	8.0564 Total		\$0.03052 Per Gal \$0.00191 Per ½ Pt.

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SPECIAL CONDITIONS CONTINUED

7. **BID ITEM SPECIFICATIONS/EQUAL PRODUCT:** If a product other than the items specified on Format B is to be considered as an equal, complete Nutrition facts label and CN label (if applicable) is to be submitted with the bid in order to assist in the gathering of nutrient information for all items. All food products must meet the District's healthy food and beverage guidelines. The District shall be the sole judge concerning the merits of bid(s) submitted. Bidder shall indicate on the bid form the manufacturer's name and number if bidding other than the specified brands, and shall indicate ANY deviation from the specifications as listed.
- A. Delivery temperature not greater than 40 degrees Fahrenheit; milk shall be delivered in leak proof containers with a shelf life of at least 5 days prior to the expiration date stamped on each container.
 - B. No additives, with the exception of vitamin A and D, no water, preservatives, neutralizers or foreign substances shall be added.
 - C. Ingredients: M-DCPS reserves the right to award or not award items that contain any of the ingredients listed below. M-DCPS discourages the use of these ingredients.
 - 1. Mono-Sodium Glutamate-MSG
 - 2. High Fructose Corn Syrup, HFCS
 - 3. Peanuts, Peanut Protein or Peanut by products
 - 4. Trans fatty acids/Partially Hydrogenated Oil
 - 5. Red Dye #40
 - 6. Yellow Dye # 5
 - D. Nutritional Analysis: A complete, legible and accurate nutritional analysis and ingredients statement must be submitted with the offer for each individual item, including all flavors and/or varieties. This information shall be submitted with your bid package.
Nutrition Information Requirements include:
 - 1. Nutrition facts label: Serving Size, including the 'base' weight, Total Calories, Total Fat, Saturated Fat, Cholesterol, Sodium, Carbohydrate, Dietary Fiber, Protein, Calcium, Iron, Vitamin A, Vitamin C
 - 2. Ingredient Information List
 - E. Package Labeling: All products must be delivered in packaging that contains the following labeling information:
 - 1. Name of the product contained in the package
 - 2. Nutrition Facts Label, and Ingredient Information List of the product contained in the package
 - 3. A "Sell by Date"

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- F. All milk shall be subject to manufacture, sanitation and health standards, in addition to the pasteurization and bacterial count specifications of Federal and/or Florida Milk and Milk Products, Chapter 502 and the requirements of the Dade County Health Department. Dairies must have Grade A rating from Dade County Public Health Department. All items furnished under this bid shall be identified as having been officially inspected for wholesomeness and sanitation under a Federal and State Regulatory Program. Furthermore, all items shall comply in all respects to the standards and regulations established by Federal and/or Florida State Laws and meeting the standards of Florida Statute Chapter 502.
8. **MILK PRODUCT CERTIFICATION:** All vendors submitting a bid must certify that each one-half (1/2) pint of milk contains a minimum of eight (8) ounces, volumetric measure or 228 grams of milk as specified. Failure by the awarded vendor(s) to comply with the above specifications and/or if non delivery of product results in a reclaim of federal or state reimbursement, the vendor(s) agrees to pay the School Board of Miami-Dade County, Florida, a dollar amount equal to the amount the Board has paid the vendor for the milk, and, in addition to this amount, the vendor shall pay the amount of federal reimbursement the School Board of Miami-Dade County, Florida has claimed on the meals of which this milk was a component.
9. **RECYCLING PROGRAM:** A recycling program must be provided for the plastic milk containers at each school site authorized to purchase these products.
10. **SUBSTITUTIONS:** The successful awarded vendor(s) shall deliver only those brands and items awarded on this bid. In the event of an emergency, the successful distribution agent(s) must contact the Department of Food and Nutrition and Procurement Management Services for approval/authorization BEFORE delivering the substitution into any M-DCPS facility. Unauthorized substitutions and deliveries shall be grounds for termination. Vendors shall be considered in default of the contract and shall lose eligibility to transact new business with the Board for a period of fourteen (14) months from the date of termination by the Board.
11. **SAMPLES:** Bidder(s) listing an alternate product and/or brand(s) may be required to submit samples, to be evaluated according to the standards of the Department of Food and Nutrition. 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 (1) vendor's name, (2) bid number, (3) bid item number, (4) product name and number and (5) grade or size. Samples shall be submitted to:

Miami-Dade County Public Schools
Department of Food and Nutrition
Attention: Planning and Production
7042 West Flagler Street
Miami, Florida 33144
Telephone: (786) 275 – 0400

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Each sample must be marked as specified before arrival to Food and Nutrition. No marking of samples will be permitted upon arrival. All information will be entered on a receiving report. Bidder(s) must obtain from the Department of Food and Nutrition a signed receipt acknowledging delivery of samples. Any formulas, letters or other communication shall be attached to the bid for inclusion as part of the vendor's bid. Samples shall be delivered at no cost to the School Board. Failure to deliver samples as required may be cause for rejections of bid(s).

Sample(s), identified to the Department of Food and Nutrition's menu committee by code numbers established, will be opened and evaluated for acceptability by a committee of food service personnel, Miami-Dade County Public Schools administrators and/or students. Depending on the type of product being considered, the samples will be evaluated using the appropriate methods and standards established by the Department of Food and Nutrition. For information on Department of Food and Nutrition's "Protocol for New Products or Brands of Existing Food Products' Testing and Evaluation please visit: <http://nutrition.dadeschools.net/foodscreening.html> Samples will be returned only upon written request from bidder.

- 12. PRODUCT RECALL:** In the event the awarded bidder receives notice that a product delivered by the awarded bidder to the District has been recalled, seized or embargoed, and/or has been determined to be misbranded, adulterated, or found to be unfit for human consumption by a packer, processor, subcontractor, retailer, manufacturer, or by any State or Federal regulatory agency, the awarded bidder shall notify the District's Bid Purchasing Agent within two business days of receiving such notice. The District's acceptance or failure to reject the affected product as non-conforming shall not in any way impact, negate, or diminish the awarded bidder's duty to notify the District's Purchasing Agent that the affected product has been recalled, seized or embargoed, and/or has been determined to be misbranded, adulterated, or found to be unfit for human consumption. The form and content of such notice to the District shall include the name and description of the affected product; the approximate date the affected product was delivered to the District; the bid number; and relevant information relating to the proper handling of the affected product and/or proper disposition of the affected product by the District, if necessary to protect the health, welfare, and safety of District students or employees; and any health hazards known to the awarded bidder which may be caused or created by the affected product. The awarded bidder shall, at the option of the Purchasing Department and/or Purchasing Agent, either reimburse the purchase price or provide an equivalent replacement product at no additional cost to the District. Unless it was absolutely necessary for the District to dispose of the affected product, the awarded bidder shall be responsible for removal and/or replacement of the affected product within a reasonable time, as determined by the District, without causing significant inconvenience to the District.
- 13. MINIMUM INVENTORY REQUIREMENTS:** Successful vendors must have the ability to maintain a minimum inventory of the high volume items utilized during the menu cycle established by the Department of Food and Nutrition.

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SPECIAL CONDITIONS CONTINUED

14. **DELIVERY:** All deliveries and installation will be made to various schools and departments as indicated on each purchase order. Deliveries will not be made to any one centralized location as the items on bid will not be warehoused. Prices shall include all charges for packing, handling, freight, fuel, distribution, and inside delivery. All vendors must offer inside delivery (F.O.B. destination), to location in cafeteria provided by Food and Nutrition, which shall be completed within thirty (30) days after receipt of an authorized and signed Purchase Order or as per the requirements of the purchase order. Deliveries will be made to the address as specified on each purchase order, or as otherwise specified by the Department of Food and Nutrition. It shall be the responsibility of the successful bidders to include inside delivery, and to ensure satisfactory operation and/or condition of each and every product delivered on this bid. All orders placed prior to the expiration of the bid and accepted by the successful vendor(s) will be invoiced at the bid unit price(s) although deliveries may be made after the expiration of the contract.
- A. Successful bidder(s) must have items available for delivery per listed in the specifications of this bid by date of award or as scheduled by M-DCPS Procurement Management Services and the Department of Food and Nutrition.
 - B. Deliveries of all items awarded are to begin on or after effective date of award, or as indicated by the Department of Food and Nutrition. Daily deliveries shall be made between the hours of 6:30 a.m. and 10:00 a.m., for that days use, or between 1:30 p.m. and 3:00 p.m. for use on the following day, or as requested by each Food Service Manager. Successful vendor(s) are required to deliver all items awarded on this bid on a daily basis. Keys WILL NOT be issued to drivers should delivery be made prior to the arrival of the Food Service Manager.
 - C. Fresh product must be delivered daily one (1) hour prior to the established serving time set by each approved site, unless otherwise directed by the Department of Food and Nutrition or the school location. Upon delivery, cartons and contents must be clean, free from damage, free from pest infestation, and within proper temperatures. Delivery temperatures must be followed, and fresh milk and dairy products must be delivered at 40 degrees Fahrenheit or less.
 - D. Timely delivery of all orders is expected of the awarded vendors to all delivery sites within M-DCPS. If unable to meet confirmed delivery schedule(s), as agreed upon, then after a one (1) hour grace period, M-DCPS Procurement Management Services reserves the right to assess a penalty payment to the distribution agent for each instance in the amount of one hundred dollars (\$100) for the instance per route. The amount will be deducted from the distribution agent's invoice, this penalty payment per route. When the awarded vendor(s) is/are unable to meet the delivery as established by M-DCPS Department of Food and Nutrition, M-DCPS reserves the right to purchase on the open market to meet the menu cycle, as established by the Department of Food and Nutrition, and awarded vendor(s) shall pay the price difference between the original bid price and the price of the substituted food item(s) to M-DCPS, and the awarded vendor(s) may be recommended for default.

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- E. Deliveries in excess of authorized purchased amount will be unauthorized, and may not be approved for payment.
 - F. The required invoices indicating the number of each item delivered shall be signed by the principal or his/her designee.
 - G. Individual milk cartons shall be placed in designated refrigerated holding cabinets by the driver in a manner to allow for maximum storage and proper ventilation for airflow and cooling. In those schools which currently have top loading milk containers milk cartons may be placed into holding cabinets.
 - H. Dumping of milk into the milk cabinets which are not top loading is not acceptable with exception of the first delivery date after Thanksgiving, the winter recess, and spring break, in which case "Dump" deliveries will be acceptable to permit the maximum number of school deliveries on these days.
 - I. Successful vendor(s) should make all possible attempts to deliver milk to the senior high schools first, then elementary and k-8 centers then middle schools to ensure that breakfast programs have milk to offer students in compliance with Federal regulations after a holiday period. The successful vendor(s) must make plans for immediate recovery should a truck breakdown or other delay(s) occur during the delivery day.
 - J. The vendor(s) will be responsible for contacting both the Department of Food and Nutrition and each individual Food Service Manager should any delivery delays occur. The vendor(s) must also inform both the Department of Food and Nutrition and Food Service Manager(s) when deliveries would be expected if changes have to be made due to delivery delays.
 - K. M-DCPS will not be held responsible for lost or damaged plastic milk cartons/crates when allowed to accumulate without daily pick up by the successful vendor(s).
15. **LATE DELIVERIES/NON- DELIVERY:** Timely delivery of all orders is expected of the **awarded vendor** to all delivery sites within M-DCPS. If unable to meet confirmed delivery schedule(s), as agreed upon, then after a two (2) hour grace period, M-DCPS Procurement Management Services reserves the right to assess a penalty payment to the awarded vendor for each instance in the amount of one hundred dollars (\$100) for the instance per route, plus an additional penalty of one hundred dollars (\$100.) for each calendar day the delivery is delayed and deduct from the awarded vendor's invoice, this penalty payment per route.
16. **SPECIAL DELIVERIES:** The vendor shall be responsible for any additional special deliveries required in case of emergency during the school day in the event of a shortage of supply.

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SPECIAL CONDITIONS CONTINUED

17. INVOICING/SALES REPORT: The successful vendor(s) shall be required to follow the attached Attachment FS: Food Service Accounting Specifications" regarding procedures with M-DCPS including, but not limited to procedures on handling delivery tickets, invoices, and statements. The discount terms must also be stated on all invoices submitted by the successful vendor(s) for items on this bid.

The awardee must provide a monthly "Customer Sales By Date Range" report, listing purchases for items awarded on this bid only. Under no circumstances should vendor intermingle milk and dairy purchases of another bid and/or purchase order.

18. SUBCONTRACTING: Subcontracting is permitted under this contract upon approval by the District; however, the awarded vendor will maintain responsibility for the management of the sub-contractor, for communication with the District, and for compliance with all the terms and conditions of the contract. M-DCPS reserves the right to reject the utilization of any subcontractor. The awarded vendor will be held fully responsible and liable for the supervision and performance of its subcontractor. M-DCPS shall not be held responsible for resolution of disputes between the awarded vendor and its subcontractor. All subcontractors who perform work against this bid, understand and agree that all payments for products and services rendered under this bid will be made by the awarded vendor, and that the purchaser (M-DCPS) is not liable to the subcontractor, should the awarded vendor fail to render payment to the subcontractor. Subcontractors further acknowledge and agree that it will not seek payment from purchaser (M-DCPS) for any supplies and services supplied pursuant to this bid.

19. EXEMPTIONS FROM THIS BID: M-DCPS reserves the right to procure items described herein through the use of other M-DCPS bids, contracts awarded by GSA, federal agencies, the State of Florida, any county or municipality, or any authorized contract, whichever is considered in the best interest of M-DCPS. M-DCPS reserves the right to bid or quote separately any item(s) if the vendor(s) fails to perform or for any other reason if deemed to be in the best interest of the School Board.

20. USAGE REPORTS: Each successful vendor(s) shall submit a monthly usage report listing the total delivery quantities for each item delivered to each school. This report shall be directed to The School Board of Miami-Dade County, Florida, Department of Food and Nutrition, 7042 West Flagler Street, Miami, Florida 33144, Attention: Food and Menu Management. This usage report shall be submitted by the tenth (10TH) day of the following month.

21. ESTIMATED QUANTITIES: The estimated quantities provided in the bid proposal are for bidder's guidance only. No guarantee is expressed or implied, as to quantities or dollar value that will be used during the contract period. M-DCPS is not obligated to place an order(s) with vendors participating on this bid. Order placement will be based on the needs and interest of M-DCPS.

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- 22. BUY AMERICAN PROVISION:** Schools and institutions participating in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) in the contiguous United States are required to purchase, to the *maximum extent practicable, domestic commodities* or products for use in meals served under the NSLP and SBP. The legislation defines "domestic commodity or product" as one that is produced in the United States and is processed in the United States substantially using agricultural commodities that are produced in the United States. Substantially" means that over 51 percent of the final processed product consists of agricultural commodities that were grown domestically.
- 23. U.S.D.A. CERTIFICATION DOCUMENT:** Each and every distribution agent is/are required to complete and to submit with their bid, the U.S. Department of Agriculture Certification Form AD – 1048 (1/92) 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.
- 24. HEALTH INSPECTION, SAFETY AND SANITATION:** The Distribution Agent is requested to provide a copy of the company's most recent health inspection report with its bid, inspected by the State of Florida, Department of Agriculture and/or Department of Business and Professional Regulation. A satisfactory inspection report contains no "critical violations" with regards to food sanitation and safety. Failure to submit this document may result in the vendor's bid not being considered for award. 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 during the term of this agreement and subsequent renewal(s) may result in the awardee being defaulted.
- Vendors shall have a system in place that provides for quality control and the delivery of product at consistent and specified quality levels. Vendors shall also have in place a system for safety and sanitation inspections assuring the delivery of product that is free from contamination and product degradation.
- 25. 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 is 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 may cause the bid not to be considered for award.
- 26. INSURANCE REQUIREMENTS:** Successful bidder(s) are required to have insurance coverage, as specified in the indemnity and insurance form(s), attached hereto and made a part of this bid. The successful bidder(s) must submit completed certificate of insurance form(s), prior to being recommended for award. Failure to submit this form(s), as noted, will result in the bidder(s) not being recommended for the bid award.

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SPECIAL CONDITIONS CONTINUED

27. **OTHER LICENSES, 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.
28. **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 vendor(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 to be awarded any new business. Vendor applications can be downloaded at <http://procurement.dadeschools.net>.
29. **BIDDERS RESPONSIBILITY:** Each bidder(s) shall carefully examine the Instructions To Bidders, Specifications, Special Conditions as listed, and the list of schools to be served. It shall be the responsibility of the bidder to be fully informed as to the bid details and the number and wide spread locations of schools.
30. **BID ADDENDUMS OR QUESTIONS AND ANSWERS:** All bidders should monitor continuously, the M-DCPS Procurement website, for any addendums or questions and answers that may be posted, prior to the opening of this solicitation. The procurement website, which lists all bids, addendums, questions and answers and award information, is as follows: <http://procurement.dadeschools.net/> (*CLICK ON BLUE BAR*) *Good & Services Bids and Contracts* (*CLICK ON YELLOW BAR*) *New Bids and RFP's*.
31. **CONE OF SILENCE:** A Cone of Silence is applicable to this competitive solicitation. Any inquiry, clarification, or information regarding this bid must be requested, in writing, by FAX or E-mail to:

Vanessa Flores, Buyer
Procurement Management Services
Miami-Dade County Public Schools
1450 N.E. 2ND Avenue, Room 352
Miami, Florida 33132
Fax #305-523-2331
E-Mail: vyflores@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

DEADLINE FOR ANY INQUIRY, CLARIFICATION, OR INFORMATION REGARDING THIS BID SHALL BE ONE BUSINESS WEEK (5 WORKING DAYS) PRIOR TO THE BID OPENING DATE.

All questions regarding this solicitation must be faxed or e-mailed Ms. Vanessa Flores, Buyer, M-DCPS Procurement Management Services at Fax number: (305) 523-2331 or via e-mail at vyflores@dadeschools.net

BID PROPOSAL FORM (FORMAT B)

PLEASE COMPLETE ALL HIGHLIGHTED AREAS

Bid # 056-MM03 Milk and Dairy Products

Buyer: Vanessa Flores

NAME OF BIDDER:

For Items 1 through 9 an award will be made on a total low basis to the three (3) lowest responsive and responsible vendors (Primary, Alternate and Second Alternate) meeting specifications. Vendors must bid ALL items to be considered for award. The primary awardee will be contacted for all orders. If the primary awardee fails to perform under the terms and conditions of the contract, the Alternate awardees will be contacted. The bid price shall be based on the last published Federal Milk Marketing Order (FMO) plus over order premiums payable to Dairy Cooperatives prior to bid opening. A copy of the FMO pricing announcement and Dairy Cooperatives Price announcements used to calculate bid prices shall be attached to the submittal.

Item	Condition/Description	Estimated Quantity	Unit	Packaging Circle one:	Manufacturer /Brand	Code #/ Vendor Item #	Net Ind. Weight	Case Count	Unit Price
1	SKIM MILK: Fluid milk, butterfat less than 0.5%, shall contain no less than 8.25% non-fat milk solids, fat content shall be 0 grams, milk shall be free from added water, preservatives, neutralizers or other foreign substances, have characteristic mild odor, sweet not sour taste: off flavors are unacceptable, 8 fluid ounces. Packaging options: plastic-coated cardboard carton container, pack size 1/2 pint carton, plastic pouch container, pack size 1/2 pint plastic pouch container. Approved Brands: Velda, McArthur, Dean, T.G. Lee, M&B Products or equal	518,608	Each	CARTON					\$ _____
				PLASTIC POUCH					
				CARTON AND/OR PLASTIC POUCH					
2	LOW-FAT MILK - 1%: Fluid milk, low fat, grade A, butterfat 1.0% maximum, 8.5% maximum nonfat solids content, fat content shall be 2.5 grams/8 ounces, milk shall be free from added water, preservatives, neutralizers or other foreign substances, have characteristic mild odor, sweet not sour taste: off flavors are unacceptable, 8 fluid ounces. Packaging options: plastic-coated cardboard carton container, pack size 1/2 pint carton, plastic pouch container, pack size 1/2 pint plastic pouch container. Approved Brands: Borden, McArthur, Dean, T.G. Lee, M&B Products or equal	2,614,000	Each	CARTON					\$ _____
				PLASTIC POUCH					
				CARTON AND/OR PLASTIC POUCH					
3	LOW-FAT MILK, GALLON - 1%: Fluid low fat milk, butterfat 1.0% maximum, milk shall be free from added water, preservatives, neutralizers or other foreign substances, have characteristic mild odor, sweet not sour taste: off flavors are unacceptable, pack size 1 gallon container. Approved Brands: Velda, McArthur, Dean, T.G. Lee, M&B Products or equal	150	each 1 gallon container						\$ _____
4	FAT-FREE CHOCOLATE MILK: Fluid fat free milk, chocolate flavored, butterfat less than 0.5%, non-fat solids content: minimum 8.5% non-fat milk solids, includes wholesome chocolate or cocoa ingredients being added for a rich flavor, no high fructose corn syrup, sugar content not to exceed 20 grams/8 oz., milk shall be free from added water, preservatives, neutralizers or other foreign substances, have characteristic mild odor, sweet not sour taste: off flavors are unacceptable, 8 fluid ounces. Packaging options: plastic-coated cardboard carton container, pack size 1/2 pint carton, plastic pouch container, pack size 1/2 pint plastic pouch container. Approved Brands: Borden, McArthur, Dean, T.G. Lee or equal	40,227,867	Each	CARTON					\$ _____
				PLASTIC POUCH					
				CARTON AND/OR PLASTIC POUCH					
5	LOW-FAT CULTURED BUTTERMILK: Fluid product resulting from the manufacture of butter from milk or cream, low fat, pasteurized and homogenized, product shall contain no less than 8.25% non-fat milk solids, not to exceed 1% fat content, grade A pasteurized. Pack size maximum 1/2 gallon container. Approved Brands: Borden, McArthur, Dean, T.G. Lee, Farmfield or equal	23,162	each 1/2 gallon container						\$ _____
6	NON-FAT SOUR CREAM: Fat content 0.5 grams or less per 50 grams of product and less than 1% total fat, grade A pasteurized, thick, smooth, velvety, free of lumps or graininess, bright white/light cream color, flavor and texture must be characteristic of sour cream. Pack size 5 pound container/pail. Approved Brands: Borden, McArthur, Dean, T.G. Lee, Light N' Lively or equal	2,609	each 5 pound container/pail						\$ _____
7	LOW-FAT SOUR CREAM: Fat content 3 grams or less per 50 grams of product and 6% or less of total fat, grade A pasteurized, thick, smooth, velvety, free of lumps or graininess, bright white/light cream color, flavor and texture must be characteristic of sour cream. Pack size 5 pound container/pail. Approved Brands: Borden, McArthur, Dean, T.G. Lee, Light N' Lively or equal	3,000	each 5 pound container/pail						\$ _____
8	LOW-FAT YOGURT: Low fat 1% milkfat, creamy style with fruit, minimum flavors: strawberry, blueberry, strawberry/banana, mixed berry, vanilla and peach, additional flavors may be submitted for approval, sugar content not to exceed 35% by weight, no high fructose corn syrup, no artificial flavors/colors, Pack size 4-4.5 oz. ounce containers. Approved Brands: Breyers, Yoplait, Upstate, Dannon or equal	50,978	each 4 ounce container						\$ _____
9	LOW-FAT 1% COTTAGE CHEESE: Low fat 1% maximum milk fat, natural flavor, uniform sized curd particles, creamy white color. Moisture not more than 80% of the finished food. Pack size 5 pound container/pail. Approved Brands: Borden, McArthur, Dean, T.G. Lee, Dairy Fresh, Light N' Lively, Sealtest or equal	10,132	each 5 pound container/pail						\$ _____