



THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
 SCHOOL BOARD ADMINISTRATION BUILDING
 Procurement Management Services
 1450 N.E. 2nd Avenue, Room 650
 Miami, FL 33132

Direct All Inquiries To
 Procurement Management Services
 Buyer's Name: Adenia L. Clark
 PHONE: (305) 995- 1613
 Email: alclark@dadeschools.net
 TDD PHONE: (305) 995-2400

BID/RFP ADDENDUM

Date: 4/28/2015

Addendum No. 1

BID/RFP No. ITB-14-036-AC BID/RFP TITLE: Fresh Produce

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

Please see the following pages that modify the conditions of the above solicitation.

All other terms and conditions contained within the above solicitation remain the same.

All information, specifications terms, and conditions for the above-referenced BID/RFP, are included on the document posted on the Procurement Management website at <http://procurement.dadeschools.net>

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

1. If your bid/proposal has not been submitted, 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 submitted, 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 1

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

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: _____

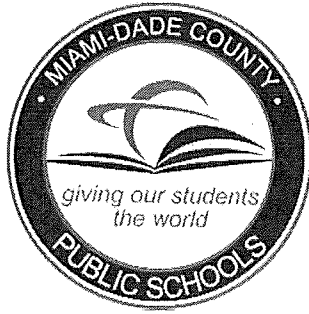
MAILING ADDRESS: _____

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
INVITATION TO BID

SEALED BID NO: ITB-14-036-AC

TITLE: Fresh Produce

DESCRIPTION: The purpose of this Invitation to bid is to secure the best competitive prices for fresh, high quality, seasonal and local, Florida produce (to the maximum extent possible) for the Miami-Dade County Public Schools (M-DCPS).

TERMS: One (1) year initial term, with four (4) one (1) year options to renew.

ITB RELEASE DATE: Monday, April 21, 2015

PRE-BIDDERS CONFERENCE DATE/TIME: Tuesday, May 12, 2015 at 9 a.m. EST

PRE-BID CONFERENCE LOCATION: Miami-Dade County Public Schools
School Board Administration Building,
Procurement Management Services
1450 Northeast 2nd Avenue, Suite 650
Miami, Florida 33132

DEADLINE FOR QUESTIONS: Tuesday, May 12, 2015 at 5 p.m. EST

BID DUE DATE/TIME: Tuesday, May 19, 2015, at 2 p.m. EST

PUBLIC OPENING OF BIDS: Tuesday, May 19, 2015, at 2 p.m. EST

BID OPENING LOCATION: Miami-Dade County Public Schools
School Board Administration Building
Procurement Management Services
1450 Northeast 2nd Avenue, Suite 650
Miami, Florida 33132

FOR INFORMATION CONTACT: Adenia L. Clark
Buyer
Phone: (305) 995-1613
Fax: (305) 523-4991
Email: aclark@dadeschools.net

Visit our website at procurement.dadeschools.net to download a bidder registration package. The website also displays Bids, ITBs, bid opening, scheduled Selection Committee Meetings, award recommendations, and the current Board-approved Procurement/Purchasing Regulations.

1.3 ITB TIMETABLE

The anticipated schedule for this ITB and contract approval is as follows:

ITB available for distribution:	Monday, April 21, 2015
Pre-Bid Conference date, time and place:	Tuesday, May 12, 2015 at 9 a.m. EST Miami-Dade County Public Schools School Board Administration Building Procurement Management Services 1450 Northeast 2 nd Avenue, Suite 650 Miami, Florida 33132
Deadline for receipt of questions:	Tuesday, May 12, 2015 at 5 p.m. EST No later than 5:00 p.m. (Local Time) Emailed to Buyer (See Section 1.4)
Deadline for receipt of Bids:	Tuesday, May 19, 2015, at 2 p.m. EST No later than 2 p.m. Local Time (See Section 1.9 for location)
Projected Board Approval of Contract:	July 15, 2015
Projected Contract start date:	July 15, 2015

1.4 CONTACT PERSON

The contact person for this ITB is:

Name and Title:	Adenia Clark Buyer
Mailing Address:	Miami-Dade County Public Schools School Board Administration Building Procurement Management Services 1450 Northeast 2 nd Avenue, Suite 650 Miami, Florida 33132
E-mail Address:	alclark@dadeschools.net (305) 995-1613
Fax:	(305) 523-4991

SECTION 3.0 - PRICE PROPOSAL LIST

[Signature is required at the end of this Section 3.0]

Bidder must complete this section in its entirety, and may supplement this section with additional pages as to provide the District with a more detailed breakdown, backup and/or options of related cost associated with the services being solicited in this ITB.

The fees quoted are to include all travel and living expenses for the solution proposed. The Total Fees proposed will be firm and fixed for the life of the contract, a period of two (2) years, with three (3) one-year contract extensions.

Please note, prices are requested in units of quantity specified in the Bid's Scope of Work. In case of discrepancy in computing the total amount of the bid, Unit Price quoted will govern. All prices shall include delivery F.O.B ("Free on Board") destination, freight prepaid (bidder pays any 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 the Bid Proposal and there received by the designated agent of the Board.

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

Below are details to consider in proposing total fees for the itemized price proposal:

The Bidder shall offer all of the elements of this ITB and meeting all service requirements and specifications listed within **Section 2.0 - Scope of Services**, including but not limited to all services, materials, training, maintenance and fees.

All chargeable services shall be included in the proposed total price, including all labor customarily associated with delivery of the services contemplated by this ITB.

3.1 Price Proposal

Please see Attachment: **Fresh Produce Price Proposal List.xls**

The Bidder shall offer all of the elements of this ITB and meet all service requirements and specifications listed within **Section 2.0 - Scope of Services**, to include furnishing all labor, supervision, equipment and materials necessary for this work. The Price Proposal List must be completed in its entirety and submitted within your bid proposal as requested in **Section 5.3 – Price Proposal List**, of this ITB.

The information in this ITB is to be utilized solely for preparing the proposal response to this ITB and does not constitute a commitment by the District to procure any product in any volume.

For this Section 3.2 – PRICE PROPOSAL LIST:

Signature of Bidder's Authorized Representative

Title

Printed Name:

Date:

SECTION 5.0 - EVALUATION/SELECTION PROCESS

5.1 COMPETITIVE ITB PROCESS

- (a) The selection process under this ITB shall be a competitive process that shall utilize and be governed by the authority, methodology and guidance established within School Board Policy 6320, Purchasing, located on the District's website at:

<http://procurement.dadeschools.net/>

- (b) Also see Section 1.0 of this document for additional information and provisions applicable to this competitive ITB process.

5.2 EVALUATION CRITERIA

The Procurement staff, assigned to this ITB, will evaluate all responsive and responsible bids based on the criteria listed herein, specifically Section 2.

5.3 PRICE PROPOSAL LIST

A completed price proposal list is required under this ITB, which is due, at the time of proposal submission, the signature form in Section 3.0 Price Proposal List, must be submitted with each proposal package. See **Section 3.0 – PRICE PROPOSAL LIST**.

5.4 AWARD

Contract award shall be made to the responsive and responsible Bidder(s), whose proposal is determined to be the most advantageous to the District. No other factors or criteria shall be used in the evaluation. The recommendation for award shall be submitted through the Buyer to the School Board.

In this ITB Process, the award decision will be made by the School Board, whose decision shall be final.

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Section 3.1 Price Proposal (Full Screen View)

BID PROPOSAL FORM (FORMAT B)	PLEASE COMPLETE ALL HIGHLIGHTED AREAS
Bid# : ITB-14-036-AC Fresh Produce	NAME OF BIDDER:
Buyer: Adenia L. Clark	

This Bid shall be awarded only to responsive and responsible Bidders, qualified to provide the services specified herein. An award may be made to a Primary and Alternate vendor (where applicable) offering the lowest responsive and responsible bid for each item, grouping of items, or section as listed on the Format B (Bid Proposal Form.) The district reserves the right to award any individual and/or combination of bid items within this bid, whichever is in the best interest of the District. A blank entry on any line item on the Format B will be considered as a "No Bid" response for that particular line item. The primary vendor shall initially assume all responsibilities of this bid. If, however, during the term of the bid the primary vendor fails to perform or the contract is terminated for any reason, the alternate vendor shall assume all responsibilities. Should the alternate vendor be contacted by M-DCPS to fulfill this contract, the alternate vendor shall start servicing this bid at a mutually agreed upon time decided by both the alternate vendor and M-DCPS. The alternate vendor's price(s) must remain the same as originally bid and must remain firm for the duration of the contract. All vendors agree to this condition by signing their bid. Before completing any portion of this bid each bidder should be completely familiar with the scope of work and bid terms. Each bid shall be completed as indicated.

Item #	Item Description	Quality	Description	Pack Size	Estimated Minimum Quantities	Bidder Count/Pack	Invoice Sell Price (to Include Delivery Fee)	Originaling Geographic Location
1	Apple Chilled Slices	U.S. No. 1	Slices, individually packaged, 13 lb. min., no sulfites	100/2 oz.	53,000		\$ _____ per case	
2	Apples	U.S. No. 1	Red Delicious, Braeburn, Fuji, and/or Gala, Yellow Delicious, Granny Smith, 125-138 count, Washington/Oregon, New York, NY, Michigan, US Extra Fancy, 40 lb. net, packed by layer	125-138 count - 40 lbs.	20,000		\$ _____ per case	
3	Banana #3	U.S. No. 1	100-120 count, Florida locally grown preferred, medium green color (#4) or green tip (#5) color or as ordered, 40 lb. min. full container; first quality, non-domestic ok.	40 lbs.	20,000		\$ _____ per case	
4	Broccoli Florets	U.S. No. 1	Fresh, 1/3 lb. packages, firm heads, free from decay and damage, closely trimmed	1/3 lbs.	2,000		\$ _____ per bag	
5	Cabbage Chilled Red Shredded	U.S. No. 1	Shredded 1/5 lbs. bag, firm, well colored, free from soft rot/damage	1/5 lbs.	2,000		\$ _____ per bag	
6	Cabbage Green	U.S. No. 1	Whole, firm heads, free of damage, washed	1/5 lbs.	400		\$ _____ per bag	
7	Cabbage, Napa	U.S. No. 1	Whole, fresh, free from wilt, decay or rot.	1/5 lbs.	100		\$ _____ per case	
8	Carrot Chilled Baby Whole	U.S. No. 1	Whole, 1/5 lbs. bag, firm, well colored, free from soft rot/damage	1/5 lbs.	2,000		\$ _____ per bag	
9	Carrot Chilled Baby Whole	U.S. No. 1	Whole, 20/1 lb. bag per case and 4/5 lb. bag per case, firm, well colored, free from soft rot/damage	4/5#	2,000		\$ _____ per case	
10	Carrot Chilled Baby Whole	U.S. No. 1	Individually packed, 100/2 oz., firm, well colored, free from soft rot/damage	100/2 oz.	6,000		\$ _____ per case	
11	Carrot Chilled Shredded	U.S. No. 1	Shredded 1/5 lbs. bag, firm, well colored, free from soft rot/damage	1/5 lbs.	4,000		\$ _____ per bag	
12	Carrot Chilled Stick	U.S. No. 1	Whole, 1/5 lbs. bag, firm, well colored, free from soft rot/damage	1/5 lbs.	500		\$ _____ per bag	
13	Cauliflower Florets	U.S. No. 1	Fresh, 1/3 lb. packages, firm heads, free from decay and damage, closely trimmed	1/3 lbs.	200		\$ _____ per bag	
14	Celery Chilled Stick	U.S. No. 1	Whole, 1/5 lbs. bag, firm, well colored, free from soft rot/damage	1/5 lbs.	3,000		\$ _____ per bag	
15	Cilantro	U.S. No. 1	Iceless, fresh, 1 lb. package	4/1 lbs.	1,000		\$ _____ per bunch	
16	Cole Slaw Mix Chilled	U.S. No. 1	Green cabbage, chopped for coleslaw with grated carrots	1/5 lbs.	1,500		\$ _____ per bag	
17	Cole Slaw Mix Chilled	U.S. No. 1	Green cabbage, chopped for coleslaw with grated carrots	4/5 lbs.	800		\$ _____ per case	
18	Cucumber	U.S. No. 1	12 count, medium, firm, well-shaped, even dark green color, uniform size, free from sun-soft	12 count - 1/8 lbs.	9,000		\$ _____ per case	
19	Kiwi	U.S. No. 1	Fresh, whole, 33-39 count, Domestic - US	33-39	5,800		\$ _____ per case	
20	Lettuce Boston	U.S. No. 1	Boston Lettuce Heads, free from browning, decay or wilt	Each	5,500		\$ _____ per case	
21	Lettuce Chilled Romaine Chop	U.S. No. 1	Romaine, chopped, free from browning, decay or wilt	6/2 lbs.	23,000		\$ _____ per case	
22	Onion, Dry Red Jumbo	U.S. No. 1	Dry Red, Jumbo	1/5 lbs.	2,300		\$ _____ per bag	
23	Onion, Dry Yellow	U.S. No. 1	Dry Yellow, Jumbo	1/5 lbs.	5,800		\$ _____ per bag	
24	Onion, Dry Yellow Jumbo	U.S. No. 1	Dry Yellow, Jumbo	1/50 lbs.	600		\$ _____ per case	

Section 3.1 Price Proposal (Full Screen View)

Item #	Item Description	Quality	Description	Pack Size	Estimated Minimum Quantities	Bidder Count/Pack	Invoice Sell Price (to Include Delivery Fee)	Originating Geographic Location
25	Onion, Green	U.S. No. 1	Scallions, green onions	6 bunch/1#	1,300		\$ _____ per bunch	
26	Onion, Yellow Dice	U.S. No. 1	Dry Yellow, Jumbo, Diced	1/5 lbs.	3,800		\$ _____ per bag	
27	Parsley, Curly Leaf	U.S. No. 1	Curley leaf	6 bunch - 1/2 lbs. bag	200		\$ _____ per bunch	
28	Parsley, Italian (flat)	U.S. No. 1	Italian (Flat)	6 bunch - 1/2 lbs. bag	150		\$ _____ per bunch	
29	Pepper, Red Bell	Choice	Red Bell, Florida grown, Bulk	12 count - 1/5 lbs.	1,900		\$ _____ per bag	
30	Pepper, Sweet Green Bell	Choice	Sweet Green, Florida locally grown, medium	1/5 lbs.	7,000		\$ _____ per bag	
31	Potato, Baking US#1	U.S. No. 1	Baking	120 count - 50 lbs.	600		\$ _____ per case	
32	Potato, Baking Russet	U.S. No. 1	Baking Russet	90 count - 50 lbs.	1,700		\$ _____ per case	
33	Radish	U.S. No. 1	3/6 oz. bags, whole	3/6 oz.	4,700		\$ _____ per bag	
34	Rosemary Fresh	U.S. No. 1	Iceless, fresh, 1 lb. package	1 lbs.	150		\$ _____ per bunch	
35	Spinach	U.S. No. 1	Fresh leaves, ready to use, free from wilt, decay or rot, packed cellophane bags	1/2.5 lbs.	9,700		\$ _____ per case	
36	Squash, Yellow, Med	U.S. No. 2	Whole, free from decay	1/5 lbs.	500		\$ _____ per bag	
37	Squash, Zucchini Med	U.S. No. 2	Whole, free from decay	1/5 lbs.	1,000		\$ _____ per bag	
38	Tomato 6X6 count	U.S. No. 1	Florida locally grown, vine ripe, red, medium firm, free of bruises. 6 x 6 count (large), 25 lb. case min.	25 lbs.	4,500		\$ _____ per case	
39	Tomato, Grape	U.S. No. 1	Florida locally grown, grape, clam shell containers, shiny red skin, firm flesh, free of bruises, 12 pints	12 pints	8,000		\$ _____ per case	
In support of the District's Farm-to-School Program, this bid allows for the district to buy directly from reputable, certified, local farmers. If product is purchased directly from a farmer or cooperative, the awarded vendor may be asked to deliver the locally grown produce and bill the District the price of the item plus quoted deliver fee and handling.								
40			Per case handling & delivery fee				\$ _____ per case	

This is a picture view of the excel file which accompanies this ITB: FRESH PRODUCE PRICE PROPOSAL LIST.XLS

To obtain the full view of this document you may have to click the ENABLE EDITING button upon opening the file on our website. This will allow you to update the document and give you the full view of the Price Proposal List.

4.3 PROPOSAL LABELING REQUIREMENTS

The box below, with all appropriate information, must appear as a label to allow proper processing of proposal. The label will allow the Buyer to properly handle the sealed container without revealing the contents until the proposals are opened.

SEALED PROPOSAL ENCLOSED (To be opened by the Contact Person noted below)	
Bidder's Name:	
Bidder's Address:	
Bidder's Telephone Number:	
	<u>BID BOX</u>
	Miami-Dade County Public Schools Procurement Management Services Attn: <u>Adenia L. Clark</u> <u>Buyer</u> School Board Administration Building 1450 N.E. 2 nd Avenue, Suite 650 Miami, FL 33132
ITB No.:	ITB-14-036-AC
ITB Title:	Fresh Produce
Proposal Due Date:	Tuesday, May 19, 2015, by 2 p.m. EST (local time)

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