

**NAMPA SCHOOL DISTRICT NO. 131
CALL FOR BID FOR NUTRITION SERVICES PRODUCTS**

NOTICE IS HEREBY GIVEN that sealed bids will be received by the Board of Trustees of Nampa School District No. 131, Idaho, for **Bread Products, Milk and Dairy Products, and Paper Products and Supplies** for the School Nutrition Program for the school year starting July 1, 2015 and ending June 30, 2016. Sealed bids will also be received for **Food Products** for the term starting July 1, 2015, and ending December 31, 2015.

All Bid respondents must be approved vendors with USDA and must not have been debarred or suspended from being paid by federal grants.

Bid documents and detailed specifications are available on the Nampa School District website found at <http://www4.nsd131.org/District/>. Questions regarding the bid can be directed to Scott Jacobsen, Budget/Purchasing Supervisor, 619 S. Canyon Street, Nampa, Idaho 83686, between the hours of 8:00 am and 3:30 pm.

Bids must be submitted on or before **1:00 p.m., Tuesday, May 19, 2015** to the Clerk of the Board, District Office, 619 South Canyon Street, Nampa, Idaho 83686. Bids received after the stated time and date will not be considered. At the stated time and place, the bids will be publicly opened and read.

The Board of Trustees reserves the right to accept or reject any or all bids and to waive any technicality. No bidder may withdraw his bid after the opening of such bids unless the awarding of the bid is delayed for a period exceeding thirty days.

Clerk, Board of Trustees
School District No. 131
619 South Canyon Street
Nampa, Idaho 83686

Nampa School District Nutrition Services
8076 E. Executive Avenue
Nampa, Idaho 83687

Please return this cover sheet with your bid

Bids must be submitted on forms provided by the NSD Nutrition Services Office, in sealed envelopes. The face of the envelope should be marked:

“BIDS FOR DISTRICT NUTRITION SERVICES—MILK AND DAIRY PRODUCTS”

Bid due date: May 19, 2015, 1:00pm MDT
Location: Nampa School District Administrative Office
619 S. Canyon Street
Nampa, ID 83686

*****Bids received after the due date and time will not be considered*****

This bid is submitted by:

Firm: _____

Address: _____

Phone: _____

Email: _____

Prepared by: _____

(signature)

Printed Name: _____

Title: _____ Date: _____

Date: April 27, 2015
FROM: Sheila Keim, Director, Nutrition Services Department
TO: Distributors and Suppliers of **Milk and Dairy Products**
SUBJECT: Instruction to Bidders

TERMS AND CONDITIONS:

1. You are hereby invited to submit a bid for **Milk and Dairy Products** for the Nampa School District No. 131 for the 2015–2016 school year.
2. Sealed bid will be received by Nampa School District on or before **1:00 pm MDT, Tuesday, May 19, 2015** in the office of the Clerk, 619 South Canyon Street, Nampa, Idaho 83686. Any bids received after this time and date will be returned unopened to the sender. The bids will be publicly opened immediately after the due date and time in the Nampa School District No. 131 Office, 619 South Canyon Street, Nampa, Idaho.
3. All bids or proposals must be made on the forms supplied and filled in completely. The bid must be signed in ink.
4. Any bidder may withdraw their bid at any time before the bid opening by either written request or in person. ***No bid may be withdrawn after the time of opening.*** The school district may require a performance bond of the successful bidder if such is deemed to be in the best interest of said school district.
5. Bid prices are to be held for one (1) year from July 1, 2015 through June 30, 2016.
6. **Line Item vs. All or Nothing Bid Award:** Nampa School District, Nutrition Services Department bids are “line item” bids. The Nampa School District reserves the right to award “all or nothing” bids that are deemed to be in the best interest of the school district.
7. The Board of Trustees reserves the right to accept or reject any and/or all bids and waive any formality that is deemed to be in the best interest of the school district.
8. Bids are to be based on a delivered price to the building listed on the purchase order. All prices to be quoted F.O.B. to the indicated location. Bidder will assume all responsibility in making necessary adjustments with freight companies or in replacing any materials damaged in transit to the satisfaction of purchaser.
9. Bids will be tabulated and the purchasing agent will make recommendations for award of contract to the Board of Trustees. Bids submitted may be reviewed after the Board of Trustees has approved awards.
10. Prices quoted should not include excise or other exempt taxes.

11. If quantity or quality of bid differs from quantity or quality specified, bidder must identify in bid and indicate equivalent quantity needed per bidder's package size. Where specific information is given; that is the only product that will be considered. Where non-specific information is given, the bidder must provide a Sample, a Label, Nutritional Facts and a Full Description of the product, including a List of Ingredients, to the Nutrition Services Office **before** bid opening. This may be provided in a pre-bid conference. Failure to satisfy this request shall be sufficient cause for rejecting the bid of the item.

12. The quantities shown in this bid request represent best estimates of the various food products required to support the District's Child Nutrition Program. The quantities to be purchased may vary depending upon internal changes, including but not limited to USDA commodity availability, student participation, and opportunity purchases.

13. Nampa School District No. 131 does not assume or accept responsibility to purchase the total quantities listed. The District reserves the right to purchase "**more or less**" for the specified deliveries.

SPECIAL TERMS AND CONDITIONS:

14. We are requesting price quotes on milk items for the 2015-2016 school year:

7300 ea. ½ pint FF chocolate milk
2000 ea. ½ pint FF strawberry milk
1600 ea. ½ pint 1% white milk
250 ea. ½ pint skim milk

OR, if FF flavored milk is not available:

11,000 ea. ½ pint 1% white milk
250 ea. ½ pint skim milk

To be delivered **daily**, and bottled under State and County Health regulations, fortified Vitamin D and so marked on the container. The vendor will be responsible for net revenues lost due to the inability to serve or sell milk that does not meet Idaho Environmental Health weights and measures specifications for quality, wholesomeness, weight or measure which results in meals that are non-reimbursable and cannot be claimed for Federal reimbursement or sold as ala carte. As an option the vendor may replace the defective milk with milk that meets the State standards before meal service begins so revenues are not lost to the Child Nutrition Program.

15. Due to fluctuations in raw milk cost; "All prices shall be firm for 30 days, after which prices for milk can increase or decrease in accord with changes in Class 1 raw milk prices based on monthly Federal Milk Order Announcements for the applicable geographical zone. In accordance with the USDA Federal Milk Order, Nampa School District is located within the Pacific Northwest #124 geographical zone. Prices for milk delivered can be increased or decreased at the rate of \$0.001 per half pint for each full \$0.20 increase/decrease in raw milk per hundredweight." This is based on the Federal Milk Order for April 2015. **(Please include the April 2015 FMO with Bid Packet)** This report is available at <http://www.ams.usda.gov/AMSV1.0/ams.fetchTemplateData.do?startIndex=1&template=TemplateV&page=IndividualMilkOrderPricesYeartoDate> .

Raw milk cost is the net cost paid by a vendor for raw milk purchased from a raw milk co-op or producer. This cost consists of the Federal Milk Order minimum raw milk price for the relevant period, plus premiums and assessments charged by the co-op or producers and regulatory agencies. It also reflects the effect of the butterfat differential announced by the USDA. Within twelve (12) days after the date vendor receives notice from the supplier(s) of any such change in cost giving rise to a price adjustment, the vendor will notify the school's representative of such change and the anticipated adjustment to be made in the prices for the dairy products. Any such change in the price of the dairy product shall take effect on the first day of the succeeding month.

Fluctuations in raw milk cost only affect fluid milk pricing in this bid document. All other Milk and Dairy product pricing is firm for one (1) year. The awarded bidder may adjust (increase or decrease) a succeeding month's invoice in the cost for raw milk by providing approved documentation of the change to the District.

DELIVERIES (Timing):

All **Milk & Dairy Products** are to be delivered to each school site. Delivery may be made

| | | |
|------------------------|--|---|
| Monday through Friday: | <u>Secondary Sites</u> 6:30am – 10:00am 1:00pm – 2:00pm | <u>Elementary Sites</u> 7:00am – 10:30am 1:00pm – 2:30pm |
|------------------------|--|---|

It will be the responsibility of the successful bidder to coordinate the delivery time with the site kitchen supervisor of each facility. The bidder further agrees to replace all items that are received in a damaged condition.

INSTRUCTIONS FOR PROPER USE OF BID FORMS:

1. Please type the firm name in the upper right hand corner of **every bid page** that is submitted. All bidders shall quote unit cost, brand name and pack size of each item. Please return two (2) copies to the school district. Please include any pertinent information on each item. Every bidder will cooperate with this request in order to qualify their bid for consideration.
2. A duly authorized person of the firm submitting the bid must sign the bid. The bidder must initial any corrections or erasures.
3. If there are any questions relative to bidding, please contact Sheila Keim, Director, Nutrition Services, at (208) 468-4607, extension 1280.

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MILK & DAIRY PRODUCTS 15-16

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| Cat. Item # | Item Description Brand/Product # | Product Spec | Purchase Unit | Estimate Qty | Quote Per Purchase Unit | Total | Changes/Notes |
|-------------------|--|---|---------------|-----------------|----------------------------|-------|---------------|
| Dairy 00013364 | Cheese, American, Sliced, PUR Land 'O Lakes/Schrieber/Bongard | Cheese, American, Pasteurized, Processed, Yellow, Sliced. LAND 'O LAKES/SCHRIEBER or BONGARD brand. Pasteurized process American Cheese. A blend of fresh and aged natural cheese (such as cheddar, colby, etc.) that has been melted, pasteurized, and mixed with an emulsifier according to FDA's Standard of Identity. 40 ribbon, .5 oz/slice, 160 slice/loaf, Case 4/5#. CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. "Buy American Provision" required. *USDA Item. BRAND _____ MFG# _____ HOW PACKED _____ | Case 4/5# | 50 | | | |
| Dairy 76222235 | Cheese, Stick, Colby Jack, PUR, 168ct | Colby Jack Cheese Stick, 1oz. Reduced Fat Colby Jack Cheese Sticks. Distributor's Choice. Cultured Pasteurized Reduced Fat Milk. 168/1oz/case. 10.5# case. "Buy American Provision" required. CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. *USDA Item. BRAND _____ MFG# _____ HOW PACKED _____ | Case 168ct | 50 | | | |

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|-------------------|--|--|---------------|-----------------|----------------------------|-------|---------------|
| Dairy 00000537 | Cheese, Stick, String, Mozz 1oz, PUR | Cheese, String, Mozzarella. Distributor's Choice. 1 oz single serve. Pasteurized part-skim milk, cheese culture, salt, enzymes. Low-moisture. "Buy American Provision" required. CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. *USDA Item. BRAND _____ MFG# _____ HOW PACKED _____ | Case 168ct | 50 | | | |
| Dairy 00000896 | Cheese, String Mozz 1oz, PUR, Site Delivery | Cheese, String, Mozzarella. Distributor's Choice. 1 oz single serve. Pasteurized part-skim milk, cheese culture, salt, enzymes. Low-moisture. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. "Buy American Provision" required. CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. *USDA Item. BRAND _____ MFG# _____ HOW PACKED _____ | Case 168ct | 50 | | | |
| Dairy 76221840 | Dairy - Cheese, Cheddar, Shredded, Site Delivery | Cheese, Cheddar, Mild, Shredded (Feather or Fancy), 5# Bag. Cultured pasteurized milk. Distributor's Choice. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. SAMPLE, CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. BRAND _____ MFG# _____ SHRED _____ | Bag 5# | 1000 | | | |

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| Cat. Item # | Item Description Brand/Product # | Product Spec | Purchase Unit | Estimate Qty | Quote Per Purchase Unit | Total | Changes/Notes |
|-------------------|--|--|---------------|-----------------|----------------------------|-------|---------------|
| Dairy 76221880 | Dairy - Cheese, Mozz, Shredded, Site Delivery | Cheese, Mozzarella Shred (Feather or Fancy), 5# Bag. Lm/Ps 2%. Pasteurized part skim milk. Distributor's Choice. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. SAMPLE, CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. BRAND _____ MFG# _____ SHRED | Bag 5# | 700 | | | |
| Dairy 00000413 | Dairy - Cheese, Swiss, Sliced, Schrieber, Site Del Schrieber #10738 | Cheese, Swiss, Pasteurized, Processed, White, Sliced. Pasteurized process Swiss cheese. 40 ribbon, .5 oz/slice, 160 slice/loaf, Case 4/5#. Schrieber Item #10738. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. | Case 4/5# | 100 | | | |
| Dairy 76221820 | Dairy - Eggs, WHOLE, Large - Dozen, Site Delivery | Eggs, WHOLE - LARGE. Distributor's Choice. Grade A. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. Label & Nutritional Facts MUST be provided BEFORE Bid Opening. BRAND _____ MFG# _____ HOW PACKED? | Dozen | 80 | | | |
| Dairy 76221889 | Dairy - Milk - Gal WHITE 112 - 1% | Milk, WHITE - 1% - GALLON. Distributor's Choice. Grade A, pasteurized, homogenized, low fat milk. 1% milk fat, Vitamin A palmitate and Vitamin D. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. SAMPLE, CN Label or signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. | Gallon | 40 | | | |

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|-------------------|--|--|---------------|-----------------|----------------------------|-------|---------------|
| Dairy 00000300 | Dairy - Milk - HP CHOC - 540 SKIM/FF - PP | Milk, SKIM/FAT FREE - CHOCOLATE - HALF PINT PAPER CARTON. Distributor's Choice. Grade A pasteurized, homogenized fat free milk, Vitamin A palmitate and Vitamin D. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. SAMPLE, CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. | Half Pint | 1358000 | | | |
| Dairy 76222127 | Dairy - Milk - HP SKIM 530 - PP | Milk, SKIM/FAT FREE - WHITE - HALF PINT PAPER CARTON. Distributor's Choice. Grade A pasteurized, homogenized fat free milk, Vitamin A palmitate and Vitamin D. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. SAMPLE, CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. | Half Pint | 45000 | | | |
| Dairy 00000301 | Dairy - Milk - HP STRAW - 525 SKIM/FF - PP | Milk, SKIM/FAT FREE - STRAWBERRY - HALF PINT PAPER CARTON. Distributor's Choice. Grade A pasteurized, homogenized fat free milk, Vitamin A palmitate and Vitamin D. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. SAMPLE, CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. | Half Pint | 350000 | | | |

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|-------------------|---|--|---------------|-----------------|----------------------------|-------|---------------|
| Dairy 76222129 | Dairy - Milk - HP WHITE 520- 1% - PP | Milk, WHITE - 1% - HALF PINT PAPER CARTON. Distributor's Choice. Grade A pasteurized and homogenized, low fat milk. 1% milk fat, Vitamin A palmitate and Vitamin D. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. SAMPLE, CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. | Half Pint | 300000 | | | |
| Dairy 76222130 | Dairy - Milk - HP WHOLE 500 - PP | Milk, WHOLE - HALF PINT PAPER CARTON. Distributor's Choice. Grade A, pasteurized, homogenized whole milk. Vitamin D. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. SAMPLE, CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. | Half Pint | 750 | | | |
| Dairy 76221897 | Dairy, Yogurt, STRAW, LF, 32 oz, Darigold Darigold #630 | Yogurt, STRAWBERRY - LOW FAT - 32 oz. container. Darigold Brand. Grade A, cultured pasteurized lowfat milk. Fruit Percent: 0%, Finished Milkfat: 1.00 +/- 0.1%, Color: Creamy Strawberry, pH: 4.40 +/- .20. Darigold Item #630. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. | Tub 32 oz | 8500 | | | |

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|-------------------|---|---|---------------|-----------------|----------------------------|-------|---------------|
| Dairy 76221725 | Dairy, Yogurt, VANILLA, LF, 32oz, Darigold Darigold #633 | Yogurt, VANILLA - LOW FAT - 32 oz. container. Darigold Brand. Grade A, cultured pasteurized lowfat milk. Fruit Percent: 0%, Finished Milkfat: 1.00 +/- 0.1%, Color: Creamy Vanilla, pH: 4.40 +/- .20. Darigold Item #633. MUST BE DELIVERED TO INDIVIDUAL SCHOOL SITES. CN Label or Signed MFG Spec Sheet & Nutritional Facts MUST be provided BEFORE Bid Opening. | Tub 32 oz | 8000 | | | |