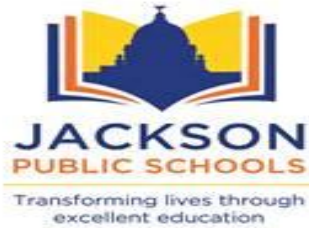


Jackson Public School District



Jackson Public School District
662 South President Street
Jackson, MS 39201

Contact: Alfred Young and Marc Rowe
Telephone: 601-960-8911
Email: alyoung@jackson.k12.ms.us

Bid 3266

Title: Dairy Products

Issue Date: Friday, August 30, 2024

Submission Deadline: Monday September 30, 2024

Time: 10:00 a.m. (Central Standard Time)

PLEASE SUBMIT ORIGINAL RFP DOCUMENTS IN THE FORMAT/DESIGN ISSUED ALONG WITH OTHER SUPPORTING DOCUMENTS ATTACHED TO THE PROPOSAL, BY MAIL, HAND DELIVERY OR BY UPLOADING TO www.centralbidding.com

If you would like the tabulation for this RFP after Board Approval, please go to www.jackson.k12.ms.us. Double click on Departments and select Finance and Operations. Open the Purchasing page. Select Purchasing Approved Bids/RFPs. These documents will give you the tab sheet approved by the Jackson Public School District Board of Trustees. If the RFP in question is not listed, contact the Purchasing Office at 601-960-8799 for assistance.

Questions regarding proposal specification are to be addressed to the Project Administrator, Dr. Michael Cormack or Felicia Thomas listed above.

The Board of Trustees of the Jackson Public School District (hereafter referred to as "JPSD") is soliciting sealed, written formal Requests for Proposals (RFP) from qualified vendors (hereafter referred to as "Vendor") for the purchase of furniture, equipment, supplies, materials, labor or services as outlined in the following specifications. Sealed RFP shall be received by JPSD, in the Business Office of the Jackson Public Schools, 662 South President Street, Jackson, Mississippi, until the time specified on the RFP Opening Schedule (front page of the formal RFP document), at which time all RFP shall be publicly opened and read aloud. Neither dating of the RFP form nor placing the RFP in the mail by this date shall meet legal requirements; the formal RFP document must be **received in the Business Office** of the Jackson Public School District on or before the date and time stated.

JPSD reserves the right to reject any and all RFPs received and to waive any and all informalities. Vendors are encouraged to very carefully read all sections of this RFP document prior to submitting an RFP proposal. Any agreement generated due to an award, may be terminated by the District without cause upon one week's prior notice to vendor.

Vendor must provide a current copy of their company's Certificate of Insurance with Workers Compensation and General Liability Coverage. Jackson Public School District requires coverage for not less \$1,000,000.00 dollars. JPSD must be listed as an insurer under the coverage provided. It is imperative that this insurance is maintained throughout the duration of the contact. This coverage must be submitted and kept on file with JPSD.

It is the basic philosophy of JPSD to extend to all responsible Vendors equal consideration and the assurance of unbiased judgment in determining whether their product or service meets specifications and the educational needs of the school district. JPSD shall fairly evaluate all formal RFP proposals submitted and base all decisions on the "lowest and best" RFP concept, purchasing only those products and/or services which meet the specifications as written. All decisions rendered shall strive to achieve the greatest value from every tax dollar expended. JPSD shall make no discrimination based on race, color, creed, religion, or national origin, in either the product evaluation process or in transacting business with Vendors or Vendor representatives.

The advertising and publishing of this RFP has met all legal requirements (Mississippi Code of 1972, Annotated, §31-7-13), hence the requirement to offer public notice of the intent of JPSD to solicit RFPs via this RFP document has been satisfied.

This document is to serve as an invitation to all qualified vendors to extend to JPSD, an offer, for the sale of all products and/or services specified herein. It is the purpose of this RFP document to clearly define "open" and "competitive" product or service rfp specifications. All items on this RFP are to be **as specified or JPSD approved equal**.

Addendum: Vendor shall acknowledge the receipt of all addendums which were issued during the course of this RFP. If specified in the text of the addendum, in addition to acknowledging receipt of the addenda below, the addenda may require additional information required for the RFP (e.g., pricing), in which case the Add RFP Addendum shall not only be acknowledged below but shall be completed and attached to the RFP at the time the RFP proposal is submitted. Receipt of the following Addendum issued during the course of this formal RFP is hereby acknowledged:

It is acknowledged that this rfp proposal consists of the following sections: **PROPOSAL FORM, INSTRUCTIONS AND CONDITIONS, SPECIFICATIONS** and any **ADDENDUM** (if applicable). Addendum chart is located on page 25.

Net Prices

In all cases, prices quoted are to be net including all applicable discounts. A separate price shall be offered for each item and not in combination with other items (unless the grouping of items is otherwise allowed as defined in the specifications). Unit price shall prevail in case of a conflict between unit and total price (extension); written price shall prevail in case of a conflict between written and enumerated pricing. Vendors are instructed to **round off all unit pricing and extensions to the nearest whole cent; i.e., round the pricing to two places to the right of the decimal point only.** JPSD will only accept pricing which is stated in this manner. All items for which pricing is submitted which is other than two places to the right of the decimal shall be accepted; however, all digits beyond a whole cent (more than two places to the right of the decimal) shall be ignored in the RFP analysis process and the unit price indicated on the purchase order shall be to the nearest whole cent for each item involved.

Payment and Invoicing

Unless otherwise indicated in the detailed specifications of this RFP document; JPSD shall make remittance in a **single lump sum** payment **following satisfactory delivery of all items** listed on the purchase order or following satisfactory performance (final inspection) of all services as specified in the contract. JPSD remits by "completed purchase order" only; remittance shall not be made upon receipt of partial shipments or performance, or the receipt of invoicing for same, but only after all items included on the purchase order or contained in the contract are delivered and/or satisfied.

It is mutually understood that invoices submitted against Multi-Year or Open Purchase Orders, remittances are processed based on the contracted scheduled agreement prior to the purchase order being generated. Only **Multi-Year** and **Open Purchase Orders** have multiple invoices received for remittance for payment. Professional Services, materials and other such services; invoices are submitted for payment in intervals following satisfactory delivery of ALL services and /or performance of ALL services indicated in the contracted agreement between said vendor and JPSD for that time period, following inspection if applicable. **Any freight/shipping cost that may be incurred for tangible items, such as books, pamphlets, handouts, materials need for presentations, etc. must be included in the total price proposal price submitted if and applicable.**

Performance Penalty

The Vendor is subject to a 10% penalty on this agreement for the **2024-2025** school year if the academic objectives of this agreement are not satisfied. The District will withhold 10% of the total contract for final payment to be made after the academic objectives are satisfied.

Default and Delays

Upon failure of the Vendor to deliver all of the items ordered or to render service, within the time set or allowed, the successful Vendor shall be considered in default, in which case JPSD reserves the right to terminate the purchase order or contract and to purchase similar supplies, services, or furniture and equipment, on the open market or secure the manufacture, delivery, and installation thereof by contract or otherwise. The Vendor shall be charged with any cost occasioned by JPSD whether the said cost is the same as originally accepted or any excess cost.

Damage to School Property

Any damage or loss to JPSD property as a result of any action by the Vendor in the delivery, execution or performance of any item or service stated in these specifications shall be repaired or replaced to the satisfaction of designated JPSD personnel, at the Vendor's cost, within a reasonable time.

Guarantee

Each Vendor, by presenting a rfp under these specifications, binds himself to make positive that all goods are fully up to the standards set by the specifications. Should it be discovered within a reasonable period of time from the date of purchase order or contract that such goods or services are not up to standard, JPSD shall have the right to have such goods or services replaced by others conforming to the standard requirements and the entire expense be borne by the Vendor. The Vendor shall agree to guarantee and warrant all equipment provided as a result of this RFP for a period equal to the stated guaranty/warranty in the specifications. All such warranties shall provide coverage as indicated in the specifications.

Acceptance and Award of RFP Proposals

The Vendor's RFP proposal, once submitted and accepted as a valid RFP by JPSD, shall be deemed by both parties to constitute a legal and binding offer on the part of the Vendor to sell to JPSD as per the terms of the RFP specifications, all products and/or services contained therein. RFP proposals are subject to acceptance by JPSD at any time within forty-five (45) calendar days following the RFP opening date. Consequently, all price quotations shall be effective for a minimum of forty-five (45) calendar days and a maximum period as indicated in the specifications. All RFPs must be valid for the effective dates stated in the specification, if applicable.

Award of contract shall be made to the responsible Vendor whose RFP, conforming to the specifications, is deemed to be the most advantageous to JPSD, price and all other factors considered. The Vendor acknowledges the right of JPSD to reject the RFP, in part or in total, if the Vendor fails to submit the data required in the specifications, or if the rfp is in any way incomplete or irregular. Under no circumstances may a Vendor deliver, install, or perform any service as specified in these specifications without written authorization from JPSD (i.e., a duly issued purchase order or signed contract). All RFPs shall be approved by the Board of Trustees prior to the final award.

The Vendor shall be issued a purchase order document, which shall be deemed acceptance of the RFP proposal offer made by the Vendor, for all items and/or services approved by the Board of Trustees and awarded as a result of this RFP. However, if in the opinion of JPSD, a contract document is required to authorize the award of the RFP, Vendor agrees to sign and execute all such contract documents as required in the written specifications. NOTE: If Vendor policy requires that JPSD sign Vendor contract documents, a sample of all such documents shall be included with the RFP proposal and shall become a part of the Vendor's RFP proposal.

All awards are based on the availability of funding. In the event of a reduction of funds, this award can be rescinded at any time.

Hard Copy Instructions for Submission

- Responses, once completed, should be placed in an opaque, sealed envelope.
- On the outside of the envelope, list the Company's name/address, RFP number, title, opening date and addressee information as they appear in the RFP proposal that the response may be accurately delivered and registered upon receipt. A designated official who is a legal representative of the Company must list required signatures where noted prior to submitting sealed proposal.
- Failure to comply with the above submittal instructions will cause proposals not to be registered or cataloged to the appropriate file or received timely. The original documents must be displayed in front of all copies submitted by interested parties.
- Please submit Original RFP Documents in the Format Outlined along with Two (2) Copies and any Documentation submitted with the Proposal when Mailed or Hand Delivered.

Please submit the proposal when mailed or hand delivered to

**Jackson Public School District
Business Office
Attn: Michele Mays/Tequia Odom
662 S. President Street
Jackson, MS 39201**

- Any proposal not received by the stated deadline/time will not be considered and/or opened. The proposal will be returned to the Vendor at the Vendor's expense.
- The District accepts no liability for late submissions due to the actions of the United States Postal Service, Federal Express, United Parcel Service, or any other delivery methods.

Page (23): Cover page is to be placed on the very front of the vendors submitted proposal. In the event this page is not displayed when the opening of proposal occurs; it will not be acknowledged or allowed to be presented or evaluated. Place this page on the very front of the submitted documents. This is required on all submitted proposals whether mailed, hand delivery or electronically Uploaded. The submitted proposal must be signed by an authorized official to bind the offeror to the proposed provisions.

All other required forms to include in the proposal are listed after Page (23).

Proposals received after the due date and time will NOT be considered. Incomplete proposals will not be accepted in the evaluation process and will not be returned for revisions. No faxed or emailed copies will be accepted. The Proposal Cover Page is located on page (23) of this document.

Mailed or hand-delivered proposal must include the Original and three (3) copies. Proposals may be uploaded to www.centralbidding.com before the designated date and time. No copies are warranted if uploaded electronically. Please follow the proposal submittal instructions.

INSERT PAGE NUMBERS WHEN SUBMITTING ELECTRONIC PROPOSALS. PLEASE SUBMIT RFP DOCUMENTS IN THE ORIGINAL FORMAT ALONG WITH OTHER SUPPORTING DOCUMENTS ATTACHED TO PROPOSAL AND UPLOADED TO www.centralbidding.com. For any questions concerning the process, or how to register, please contact Central Bidding at 225-810-4814.

In order for this proposal to be accepted for evaluation, all information must be completed, and all instructions must be followed.

Dairy Products

**Effective Dates: November 01, 2024 - July 31, 2025, Plus Summer Feeding
With the Option to Renew for Two Additional Years**

General Information:

The School Board of Trustees of the Jackson Public School District (hereafter referred to as “JPSD”) is soliciting formal bid quotations from qualified Vendors (hereafter referred to as “Vendor”) for the purchase and delivery of dairy products to be purchased on an “as needed” basis during the forthcoming school year (2024-2025) by Child Nutrition lunchroom managers, as per these specifications. It is understood and mutually agreed that the following terms and conditions are made a part of this dairy products (Part I - Milk and Part II - Ice Cream) bid. Vendors may offer a bid proposal for Part I or Part II, or both.

All product quantities indicated in this bid are annual projections (including the regular lunchroom program, breakfast program, and summer school) based on estimated past product usage, past menus—which may or may not be modified for the next school year—anticipated future enrollment, and evolving student consumption habits. The quantities indicated should not be considered an exact reflection of the actual quantities to be purchased during the upcoming school year; they are provided solely as a means to simulate the purchase of all products listed in the bid to determine the “lowest and best” bid proposal submitted.

Similarly, the enrollment data provided should not be considered an exact indication of the actual student attendance during the upcoming school year for any or all schools listed; this data is provided for vendor informational purposes only. Upon acceptance by JPSD, either in whole or in part, this bid will serve as the agreement between the successful vendor and JPSD. The contract will be effective from November 1, 2024, through July 31, 2025, covering the full 2024-2025 school year as well as the 2025 Summer School Session, with an option to renew for two additional years, unless otherwise terminated as per the provisions described herein.

All dairy products shall be delivered as ordered by the child nutrition managers. However, only dairy products as described in this bid are authorized by the JPSD to be delivered, and the Vendor agrees that all dairy products delivered shall comply with the specifications and pricing structure as established in the bid proposal, and shall be produced and distributed in accordance with all applicable rules and regulations for such dairy products, promulgated by any governmental agency. The dairy products shall be delivered *daily* Monday through Friday at an hour mutually agreeable to Vendor and the various child nutrition managers and at an internal location specified by the child nutrition managers. It shall be the responsibility of the Vendor to insure that all deliveries are made to each instructional center *on time* as

per the pre-determined delivery schedule. Vendor's repeated tardiness with deliveries or failure to make deliveries for dairy products may result in the cancellation of the contract.

JPSD, through its child nutrition managers, reserves the right to reject dairy products that do not meet the specifications or other provisions of this contract or that are spoiled or sour. Rejected dairy products must be removed from the premises by the Vendor at the Vendor's expense no later than the day following notification, with no cost to JPSD. Leaking containers shall be replaced, and any cost of lost or damaged ice cream due to the breakdown of storage boxes shall be borne by the Vendor. The Vendor must replace all rejected dairy products. However, if any dairy products supplied by the Vendor are rejected on more than three occasions, JPSD may, at its discretion, terminate the contract.

Contract Renewal:

The terms of this contract will be from November 1, 2024, through July 31, 2025 (or the end of summer), covering a period of nine (9) months. If renewed, the contract will extend from August 1, 2025, through July 2027, for a period of twelve (12) months per fiscal year. The Jackson Public School District reserves the right to extend the term for up to ninety (90) days to ensure a continued source of supply until new or replacement contracts are finalized. Any contract extension is contingent upon mutual approval by Jackson Public Schools and the contractor(s).

The Jackson Public School District reserves the right to extend the contract term for up to ninety (90) days to maintain continuity of supply until new or replacement contracts are finalized. Any contract extension is contingent upon approval by both Jackson Public Schools and the contractor(s).

This bid document consists of two major sections:

- Part I - Milk and Milk Related Products**
- Part II - Ice Cream and Ice Cream Related Products**

Part I shall be awarded to a single Vendor on an "all or none" basis (Vendor must agree to supply all items at the stated price in quantities required by JPSD); Part II shall be awarded to the Vendor offering the "lowest and best" bids, for the schools requested as further explained in Part II.

It shall be the Vendor's responsibility as part of the bid offered for Part II of the bid proposal to furnish, deliver, install and maintain during the effective dates of the contract, a satisfactory *ICE CREAM FREEZER BOX* for *EACH SERVING LINE* which exists at each school location included in the contract. The refrigeration unit(s) shall be adequate in size to safely store the Vendor's frozen ice cream products as per a mutually established delivery schedule adhering to all applicable federal, state and local laws and ordinances.

PART I - Milk and Milk Related Products

This pricing clause contained herein shall apply to only the following milk products listed in Part I:

- Homogenized Milk
- Low Fat Milk
- Chocolate Milk
- Skim Milk
- Buttermilk

All unit pricing for the above listed items contained in Part I - Milk and Milk Related Products shall be firm for thirty (30) calendar days from the time the contract is awarded by the Board of Trustees. After this time period, under certain conditions, the Vendor may submit a written petition for unit price escalations and de-escalations as per the specific formula defined herein, for the designated items contained in Part I of this bid (see above). Any written petition submitted by the Vendor must be received in the office of the Executive Director of Child Nutrition by the tenth working day of the month. If all criteria as defined herein are satisfied, the request shall then become effective on the first calendar day of the month following the month in which the petition was submitted. Unit pricing may be submitted as two places to the right of the decimal.

All prices shall be firm for 30 days, after which prices for fluid milk can escalate or de-escalate in accordance with combined changes in Class I raw milk and butterfat prices based on monthly Federal Milk Order announcements for the applicable geographical zone. Prices for milk delivered can be escalated or de-escalated at the rate of \$0.001 per half pint for each full \$0.15 increase/decrease in raw milk per hundred weight (cwt). Any price increase or decrease will be announced by a JPS following the 23rd of the month preceding the month in which the change will occur. All price changes shall be effective on the first day of the month. Conversion calculations showing the manner of arriving at the amount of change will be sent with the price announcement. When the computing price changes, the base month shall be used as noted on page 2 and the current month of the Federal Milk Order. **See the Calculation.**

Each month pricing will be escalated or deescalated based on the Class I price for the current month less the base month set by the bid specifications. Each ½ pint fluid milk item will be calculated individually using the current month's butterfat differentials per item.

Class I Price as announced by Federal Order No. 7- Southeast Marketing Area:

Class I Fat-free per cwt x .965 + Class I Butterfat per lb. x 3.5 = milk @3.5% per cwt

Homo: Class I Fat-free (per cwt) x .9675 + Class I Butterfat (per lb.) x 3.25

2% Class I Fat- free (per cwt) x .98 + Class I Butterfat (per lb.) x 2

1% Class I Fat-free (per cwt) x .99 + Class I Butterfat (per lb.) x 1
 Fat- free Class I Fat-free (per cwt)

Example:

<u>Item</u>		<u>Price per cwt</u>
Fat-free		\$14.76
Milk @ 3.5	\$14.76 x .965=	\$14.2434
	\$1.6735 x 3.5=	\$ 5.8573
		\$20.10
Homo @ 3.25	\$14.76 x .9675=	\$14.2803
	\$1.6735 x 3.25=	\$ 5.4389
		\$ 19.72
2%	\$14.76 x .98=	\$14.4648
	\$1.6735 x 2=	\$ 3.347
		\$17.81
1%	\$14.76 x .99=	\$14.6124
	\$ 1.6735 x 1=	\$ 1.6735
		\$16.29

Add to the total .20 (Processor Assessment) and .30 (Transportation Credit Balancing Fund) and Producer Location Adjustments at Plant Locations as listed in the FMO.

To establish current milk prices, subtract the current price per cwt as established above from the base price as established by FO7 for the month of April 2020. Price changes will only occur when the cost of raw milk per hundred weight (cwt) **has changed by a full \$.15**. This represents a change in price per half-pint of \$.001.

Any petition relative to changes in pricing (up or down) must be accompanied by a copy of the above referenced ***Milk Order***. Likewise, the Vendor shall submit with the written petition all conversion calculations clearly indicating the manner in which unit price change amount requests were computed. The initial base Per Hundred Weight Price shall be as per the ***Milk Order***, for the month during which this bid is opened.

PART II - Ice Cream Products

All unit pricing submitted in response to this bid for all items contained in Part II - Ice Cream Products shall be FIRM for the contract period. THERE SHALL BE NO ESCALATOR CLAUSE IN EFFECT DURING THE EFFECTIVE PERIOD OF THE CONTRACT FOR ITEMS CONTAINED IN PART II OF THIS BID.

Method Of Award Of Contract For Part I - Milk Products

The award of the bid for Part I - Milk Products for 2024-2025 shall be done as follows:

1. Vendors are instructed to multiply projected product quantities times unit pricing submitted to obtain a projected total cost for each unit of measure included for each item in Part I of this bid. Pricing must be submitted for each product listed in Part I if a Vendor's bid proposal is to be considered. Vendors are cautioned to check arithmetic for all extensions; in case of an error, unit price shall prevail.
2. All items contained in Part I of this bid shall constitute a single unit and shall be awarded to one Vendor. The Vendor which submits the "lowest and best" bid for all items (unit pricing multiplied times projected quantities, then the total of all projections) in Part I - Milk Products, shall be awarded all schools in the district and no groupings shall be allowed; i.e., all milk products (i.e., all items contained in Part I) shall be awarded to a single vendor for all schools for the forthcoming school year.
3. Vendor shall indicate the name of the product and the product number on the "Quoting On" line below each item for each product offered
4. Vendors are cautioned that all items contained in Part I of this bid document - Milk and Milk Products - shall constitute a single unit and shall be awarded to one Vendor. JPSD discourages the subcontracting of any products to be furnished or services to be rendered following award of the bid. However, should a Vendor subcontract any or all parts (products and/or services), all such subcontractors must be approved by JPSD prior to the performance of any subcontractor. Regardless of the products furnished or the service provided by any subcontractor, JPSD shall hold the Vendor awarded the item(s) and not the subcontractor completely responsible for the satisfactory performance and execution of the contract. Upon notification of award and prior to the performance of any services, Vendor shall request, *in writing* to the Executive Director of Child Nutrition, approval to subcontract the furnishing and delivery of any item contained in this bid. Vendor shall indicate in the written request the name, address and extent of services to be provided by any proposed subcontractor.

PART I - MILK AND MILK RELATED PRODUCTS

For each item contained in this section, the Vendor shall (a) indicate the unit price for each item, (b) then multiply each unit price times the projected quantity, (c) then total all extended pricing for a section total. For juice products, while there are no projected purchases for case pricing, Vendor shall indicate the per case **count** and the **unit price** per case.

Summary specifications are indicated below for each type of dairy product included herein; all proposed products shall meet or exceed these specifications.

Product Specifications

Homogenized Milk - Shall have 3.25% butterfat in plastic coated containers (Tetrapac or Purepack type).

Milk, Chocolate - Shall be 1% or fat free milk to which chocolate syrup or powder plus other ingredients has been added

Cottage Cheese - Shall be U.S.D.A. quality approved. Successful bidder shall furnish containers.

Juice - Shall be pure, full strength (100% real juice), 4-ounce portion. (Tetrapac or Purepack type).

MILK AND MILK RELATED PRODUCTS

Item	Product/Unit	Unit Price	Extended Price
1.	Milk, 2% Gallon	\$ _____	\$ _____
2.	Milk, 2% Half Gallon	\$ _____	\$ _____

- | | | | |
|-----|--|----------|----------|
| 3. | Milk, Low-Fat 1% unflavored
Half Pint | \$ _____ | \$ _____ |
| 4. | Milk, Chocolate, Strawberry,
Vanilla fat free flavored
Half Pint | \$ _____ | \$ _____ |
| 5. | Buttermilk
Half Pint | \$ _____ | \$ _____ |
| 6. | Buttermilk
Quart | \$ _____ | \$ _____ |
| 7. | Buttermilk
Half Gallon | \$ _____ | \$ _____ |
| 8. | Cottage Cheese, Low Fat
Five Pound Carton | \$ _____ | \$ _____ |
| 9. | Cottage Cheese, Low Fat
One Pound Carton | \$ _____ | \$ _____ |
| 10. | Sour Cream, Low Fat
Five Pound Carton | \$ _____ | \$ _____ |
| 11. | Sour Cream, Low Fat
One Pound Carton | \$ _____ | \$ _____ |

12. Juice, Orange
4 Oz Package \$ _____ \$ _____
Case - Count _____ UP = \$ _____ Per Case

13. Juice, Apple
4 Oz Package \$ _____ \$ _____
Case - Count _____ UP = \$ _____ Per Case

14. Juice, White Grape
4 Oz Package \$ _____ \$ _____
Case - Count _____ UP = \$ _____ Per Case

15. Juice, Orange
6 Oz Package \$ _____ \$ _____
Case - Count _____ UP = \$ _____ Per Case

16. Yogurt, Assorted Flavors, **Low Fat**
4 Oz Minimum Package \$ _____ \$ _____
Case - Count _____ UP = \$ _____ Per Case

17. Whipping Cream, 36%
Quart size \$ _____ \$ _____
Case - Count _____ UP = \$ _____ Per Case

18. Whipping Cream, 40%

Quart size \$ _____ \$ _____

Case – Count _____ UP = \$ _____ Per Case

Total Amount Of All Extended Pricing For Group I - \$ _____

Write Out Total Amount for Group I

END PART I - MILK AND MILK RELATED PRODUCTS

Alternate Milk Bid
Product Specifications

Homogenized Milk - Shall have 3.25% butterfat in plastic coated containers (Tetrapac or Purepack type).

Milk, Chocolate - Shall be 1% or fat free milk to which chocolate syrup or powder plus other ingredients has been added

Cottage Cheese - Shall be U.S.D.A. quality approved. Successful bidder shall furnish containers.

Juice - Shall be pure, full strength (100% real juice), 4 ounce portion. (Tetrapac or Purepack type).

MILK AND MILK RELATED PRODUCTS

Item	Product/Unit	Unit Price	Extended Price
1.	Milk, 2% Gallon	\$ _____	\$ _____
2.	Milk, Low-Fat 1% unflavored Half Pint Plastic Chub	\$ _____	\$ _____
3.	Milk, Chocolate/Strawberry Fat Free Flavored Half Pint Plastic Chub	\$ _____	\$ _____

4. Milk, Skim
Half Pint Plastic Chub \$ _____ \$ _____
5. Buttermilk
Quart \$ _____ \$ _____
6. Buttermilk
Half Gallon \$ _____ \$ _____
7. Cottage Cheese, **Low Fat**
Five Pound Carton \$ _____ \$ _____
8. Cottage Cheese, **Low Fat**
One Pound Carton \$ _____ \$ _____
9. Sour Cream, **Low Fat**
Five Pound Carton \$ _____ \$ _____
10. Sour Cream, **Low Fat**
One Pound Carton \$ _____ \$ _____
11. Juice, Orange
4 Oz Package \$ _____ \$ _____
Case - Count _____ UP = \$ _____ Per Case
12. Juice, Apple
4 Oz Package \$ _____ \$ _____
Case - Count _____ UP = \$ _____ Per Case

13. Juice, Orange

6 Oz Package \$_____ \$_____

Case - Count _____ UP = \$_____ Per Case

14. Yogurt, Assorted Flavors

4 Oz Minimum Package \$_____ \$_____

Case - Count _____ UP = \$_____ Per Case

Total Amount of All Extended Pricing for Group I - Alternate \$_____

Write Out Total Amount for Group I

END PART I - MILK AND MILK RELATED PRODUCTS ALTERNATE BID

PART II - ICE CREAM

Method of Award of Contract for Part II - Ice Cream Products

The award of the bid for Part II - Ice Cream Products for 2024-2025 shall be done as follows: (1) Vendors are instructed to multiply projected product quantities times unit pricing submitted to obtain a projected total cost for each item in Part II of this bid. Pricing must be submitted for each product listed in Part II if a Vendor's bid proposal is to be considered. Vendors are cautioned to check arithmetic for all extensions; in case of an error, unit price shall prevail. (2) The Vendor which submits the "lowest and best" bid for all items in Part II - Ice Cream Products.

JPSD discourages the subcontracting of any products to be furnished or services to be rendered following award of the bid. However, should a Vendor subcontract any or all parts (products and/or services), all such subcontractors must be approved by JPSD prior to the performance of any subcontractor. Regardless of the products furnished or the service provided by any subcontractor, JPSD shall hold both the Vendor awarded the item(s) and the subcontractor completely responsible for the satisfactory performance and execution of the contract. Upon notification of award and prior to the performance of any services, Vendor shall request, in writing to the Executive Director of Child Nutrition, approval to subcontract the furnishing and delivery of any item contained in this bid. Vendor shall indicate in the written request the name, address and extent of services to be provided by any proposed subcontractor.

All products shall be awarded as per the unit price submitted by the Vendor and no standardization or adhering to the lowest unit price shall prevail. Vendor shall indicate the product number on the "Quoting On" line below each item for each product offered.

Vendors are cautioned that any bid price offered for any product included in Part II - the Ice Cream Section of this bid shall include the cost for the Vendor to furnish, deliver, install and maintain during the effective dates of the contract, a satisfactory ICE CREAM FREEZER BOX for EACH SERVING LINE which exists at each school location. **Vendor shall agree to have installed and made operational all freezer boxes as required for each serving line for each location, no later than October 1, 2024. Further, if a Vendor was awarded this bid last year, but does not receive the award for the 2024-202 school year, the Vendor agrees to remove, at Vendor expense, all freezer boxes for those sites no later than November 1, 2024.**

PART II - ICE CREAM AND ICE CREAM RELATED PRODUCTS

For each item contained in this section, the Vendor shall (a) indicate the unit price for each item, (b) then multiply each unit price times the projected quantity, (c) then total all extended pricing for a section total. Summary specifications are indicated below for each type of dairy product included herein; all proposed products shall meet or exceed these specifications.

Product Specifications

Ice Cream Cups, Low Fat- Shall come 3 ounces per serving size; flavors: vanilla, chocolate, and strawberry.

Sherbet - Shall be 3 ounces per serving size; flavors: orange

Frozen Juice Bars - Shall be 3 ounces per serving size; flavors: assorted. **100% Fruit Juice**

Ice Cream Sandwiches - Shall come with chocolate or vanilla wafers and vanilla ice cream inside; minimum 3 ounces per serving size, 24 count per box.

Ice Cream Sundae Cone - Shall consist of ice cream on a sugar cone with chocolate coating and chopped peanuts; 3 ounces per serving size, 24 count per box.

In accordance with the 2007 MS Healthy Students Act, individually wrapped products may not contain more than 200 calories per item. Bids on individual items containing more than 200 calories will not be accepted.

ICE CREAM AND ICE CREAM RELATED PRODUCTS

Item	Product/Unit	Unit Price	Extended Price
1.	Ice Cream Cup, low fat; 3 ounces		
	Per Dozen	\$ _____	\$ _____
2.	Sherbet; 3 ounces		
	Per Dozen	\$ _____	\$ _____
3.	Ice Cream Sandwich, low fat; 3 ounces		
	Per Box (24)	\$ _____	\$ _____
	Case - Count _____ UP = \$ _____		
4.	Ice Cream Sundae Cone; 3 ounce		
	Per Box	\$ _____	\$ _____
	Case - Count _____ UP = \$ _____		
5.	Ice Cream on a stick with crispy chocolate coating; 3 ounces.		
	Per Box	\$ _____	\$ _____
	Case - Count _____ UP = \$ _____		
6.	Toffee Bar; 3 ounces.		
	Per Box	\$ _____	\$ _____
	Case - Count _____ UP = \$ _____		
7.	Premium Products - Group 1		
	Per Dozen	\$ _____	\$ _____

Offer the same unit price per dozen for all three products. The projected 10,000 quantities are for a combination of all five premium products. Product names may vary by companies.

- Mississippi Mud Ice Cream Sandwich or equivalent

- Fudge Blast, 4 ounce or equivalent

8. Premium Products - Group 2

Per Dozen \$ _____ \$ _____

Offer the same unit price per dozen for all three products. The projected 10,000 quantities are for a combination of all five premium products. Product names may vary by companies.

- Mars Snickers
- Mars Twix

Total Amount Of All Extended Pricing For Group II \$ _____

Write Out Total Amount for Group II

Related Products:

Vendor shall include with the bid proposal, which shall be made a part of the bid proposal, a listing of all other related dairy products that are sold. For each product include the product name, the portion size, case count and unit pricing. While no quantities are indicated herein for these related products, nonetheless, the same conditions that apply to all other products included in this bid shall prevail concerning the related items.

END PART II - ICE CREAM AND ICE CREAM RELATED PRODUCTS

Contact Information

Alfred Young
Jackson Public Schools Child Nutrition Department
601-960-8911
alyoung@jackson.k12.ms.us

Jackson Public School District Proposal Submission Cover



Jackson Public School District
662 South President Street
Jackson, MS 39201

Bid/RFP Proposal # _____

RFP Title _____

Submission Deadline Date and Time: _____

Participating Vendor Name _____

Address _____

Handwritten Signature _____

Addendums Acknowledged: Yes _____ or No _____

Combined Proposal Total Cost _____

This cover page is to be placed on the very front of the vendors submitted proposal. In the event that this page is not displayed when the deadline opening date occurs; it will not be acknowledged or allowed to be presented. Place this page on the very front of the submitted documents. This applies to all submitted proposals weather mailed, hand delivery or electronically emailed.

PROPOSAL FORM

**Board of Trustees
Jackson Public School District
Jackson, Mississippi**

Ladies and Gentlemen:

I/We, propose to furnish and deliver all items and/or to perform all services according to all sections of this rfp document (Proposal Form, Instructions and Conditions, detailed written Specifications, and Addendum if applicable) and in the quantities at the indicated prices, as called for in the document(s). All quantities indicated have been checked very closely, and both unit price and total price (where requested) have been submitted with the understanding that we shall be responsible for making complete and satisfactory delivery accordingly, within the time frame agenda (if applicable).

All items contained in this RFP shall be as specified or JPSD approved equal. For any item(s) proposed which is other than as specified, a complete and detailed cut and description for each item(s) must accompany the rfp, if the item(s) is to be considered. Please carefully read each section of this RFP.

Acceptance of Proposals:

The Jackson Public School District reserves the right to:

- Have sole discretion to waive minor irregularities in proposals. A minor irregularity is a variation from the proposal that does not affect the proposal or gives one offeror an advantage or benefit not enjoyed by other offerors, or adversely impacts the interests of the school district.
- Accept the "lowest and best" RFP which in their judgment assures JPSD the product(s) or service(s) having the best performance and the highest level of function, quality, and value.
- Not accept the lowest priced proposal. Proposals that do not comply with the requirements stated within this RFP subject to disqualification. Proposals that do not meet the deadline date/time will be returned to the vendor unopened.
- Request additional information or conduct discussions with one or more respondents after the RFP deadline, to secure a final selection to award RFP should such action be in the best interest of JPSD.

I/WE UNDERSTAND AND AGREE THAT NEITHER THE AWARD OF THIS RFP TO ME/US BY THE DISTRICT'S BOARD OF TRUSTEES NOR RECEIPT BY ME/US OF A NOTICE OF ACCEPTANCE OF THIS RFP SHALL CONSTITUTE THE MAKING OF A CONTRACT BETWEEN JPSD AND ME/US, WHICH SHALL BE CONDITIONED UPON THE EXECUTION BY BOTH JPSD AND ME/US OF A FORMAL, WRITTEN AGREEMENT.

RESPECTFULLY SUBMITTED,

COMPANY _____

ADDRESS _____

PHONE _____ FAX _____

E-MAIL ADDRESS _____

PRINTED SIGNATURE _____

WRITTEN SIGNATURE _____

TITLE _____

DATE _____

CIRCLE THE OPERATING STATUS OF YOUR BUSINESS AS INDICATED:

WOMAN OWNED

NON-MINORITY

MINORITY

WOMAN AND MINORITY

Acknowledgment of Addendum(s)

Addendum Number		Date	
Addendum Number		Date	
Addendum Number		Date	
Addendum Number		Date	



REQUEST TO ADD VENDOR

Post Office Box 2338 - Jackson, Mississippi 39225-2338

Email form to mmays@jackson.k12.ms.us or todom@jackson.k12.ms.us | Fax to (601-960-8967)

School/Department Requesting Vendor Addition _____

To be completed by Vendor: Please complete all sections:

Will your company accept purchase orders? Yes No

Note: As an approved Vendor, you agree not to accept any order from JPS without an approved purchase.

Orders taken and completed without a Purchase Order will be considered a Donation to JPS.

Are you an employee of the Jackson Public School District? Yes No

PRODUCT LINE: _____

Parent Company Name: _____ Doing Business As (DBA) Name: _____

Parent Company Tax #: _____ D/B/A Federal Tax ID/Social Security #: _____

Physical Address: _____ City _____ State _____ Zip-code _____

Remittance Address: **(If Different):**

Address: _____ City _____ State _____ Zip-code _____

Contact Person: _____ Phone: (____) _____

Fax: (____) _____ Email Address: _____

Select One: This information will be used to track purchases from minority vendors.

Minority Code: Woman & Minority Minority Non-Minority Woman

Type of Entity: Individual/Sole Proprietor Corporation Partnership Other

Submitted By: Signature _____ Date _____

ADDITIONAL INFORMATION REQUIRED: The following forms must be submitted

IRS W-9 Form [Request for Taxpayer Identification Number and Certification](#)

Certificate of Liability Insurance for not less than \$1,000,000 as stated in Mississippi Code Section 31-7-139

FOR INTERNAL USE ONLY	
Vendor Number: _____	1099: <input type="checkbox"/> Yes <input type="checkbox"/> No
Completed By: _____	Date: _____

Proposal Cover Page

VENDOR INFORMATION

Name and Title _____

Company Name _____ Date _____

SUBMISSION COVER SHEET AND CONFIGURATION SUMMARY

By my signature below, I hereby represent that I am authorized to and do bind the offeror to the provisions of the attached proposal. The undersigned offers and agrees to perform the specified personal and professional services in accordance with provisions set forth in the Request for Proposals. Furthermore, the undersigned fully understands and assures compliance with the Conditions of Solicitation and Standard Terms and Conditions contained in the RFP. The undersigned is fully aware of the evaluation criteria to be utilized in vendor selection for approval. I further certify that _____ is an authorized dealer in good standing of the products/services included in the proposal submitted in response to the RFP.

Authorized Signature

Date

Printed Signature

CONFIGURATION SUMMARY

Vendor must provide a summary of the main component of services offered in this proposal using 100 words or less.

ASSURANCES AND SIGNATURE FORM

In submitting this application, I certify that:

1. The organization will comply with applicable federal, state, and local policies and procedures.
2. Services will be provided under the supervision of highly qualified teachers and/or administrators.
3. The organization will maintain professionalism and confidentiality.
4. The organization is fiscally sound and will be able to complete services to the local educational agency.
5. The organization will ensure that the services provided are aligned the Mississippi Curriculum Frameworks and scientifically research based practices.
6. The organization will comply with applicable federal, state, and local health, safety, and civil rights laws.
7. Provisions that subject all individuals employed by or otherwise associated with the approved provider, including volunteers, support staff, etc., who have direct contact with students, to the fingerprint and criminal history record check contained in law, including, Education Laws 305(30), 1125(3), 1604(39), 1604(40), 1709(39), 1709(40), 1804(9), 1804(10), 1950(4)(11), 1950(4)(mm), 2503 (18), 2503(19), 2554(25), 2554(26, 2590-h (20), 2854(3)(a-2), 2854(3)(a-3), and 3035.
8. All services will be secular, neutral, and non-ideological.
9. The organization will provide the local educational agency with information regarding implementation of proposal initiatives in increasing achievement, in a format, and to the extent practicable, a language or other mode of communication such that district personnel, parents / legal guardians, and community members can understand.

The undersigned hereby certifies that I am an individual authorized to act on behalf of the organization in submitting this application and assurances. I certify that all of the information provided herein is true and accurate, to the best of my knowledge. I understand that the discovery of deliberately misrepresented information contained herein may constitute grounds for denying the applicant's request for approval.

Name of Organization

Printed Name of Authorized Representative

Signature of Authorized Representative

Date Signed

*For Educational/Instructional proposals



INDEPENDENT CONTRACTOR DEBARMENT VERIFICATION FORM

(Please print clearly or type)

***Appropriate signatures shall certify statements below.*

FEDERAL DEBARMENT CERTIFICATION:

Subgrantee's/Contractor's Name	
Authorized Official's Name	
Complete Address	
Contact Number	
Are you currently registered to do business in the State of Mississippi? (Yes or No) If yes, attach supporting documentation of registration status. If, no please register and provide documentation of registration status. (State/Other fund requirement)	

CONTRACTOR hereby certifies that at the execution of a contract with the Jackson Public School District (JPS) that the CONTRACTOR is not on the list for federal debarment on www.sam.gov – System for Award Management.

STATE OF MISSISSIPPI REGISTRATION:

CONTRACTOR hereby certifies that at the execution of a contract with the Jackson Public School District (JPS) that the CONTRACTOR is not on the list for debarment on www.sos.ms.gov for doing business with the State of Mississippi or with any Mississippi State Agency.

PARTNERSHIP DEBARMENT CERTIFICATION:

CONTRACTOR hereby certify that all entities who are in partnership through this contract or grant with the Jackson Public School District (JPS) (subcontractors, subrecipients, et al.) are not on the federal debarment list on www.sam.gov – System for Award Management or the State of Mississippi debarment list. Proof of documentation of partnership verification with SAM shall be kept on file and the debarment status shall be checked prior to submission of every contract/subgrant and modification to JPS.

Original Signature of Contractor or Authorized Official

Date



INDEPENDENT CONTRACTOR DEBARMENT VERIFICATION FORM*

(Please print clearly or type)

***Appropriate signatures shall certify statements below.*

FEDERAL DEBARMENT CERTIFICATION:

Subgrantee's/Contractor's Name	
Authorized Official's Name	
Complete Address	
Contact Number	
Are you currently registered with www.sam.gov (Yes or No) If yes, attach supporting documentation and DUNS number must be Active with open access. (Federal fund requirement)	
Are you currently registered to do business in the State of Mississippi? (Yes or No) If yes, attach supporting documentation of registration status. If not, please register and provide documentation of registration status. (Federal and State/Other fund requirement)	

CONTRACTOR hereby certifies that at the execution of a contract with the Jackson Public School District (JPS), that the CONTRACTOR is not on the list for federal debarment on www.sam.gov – System for Award Management.

STATE OF MISSISSIPPI REGISTRATION:

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Original Signature of Contractor or Authorized Official *Date*