

Request for Proposals for Dairy Products for the School Lunch Program

March 17, 2023

Frontier Local School District

Lee Howard, Treasurer

(740) 864-6051

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Frontier Local School District is accepting requests for proposals for Dairy Products for the 2023-2024 school year.

Please note all bids accepted must be firm. All bidding companies must submit the attached Bid Worksheet for all products requested. For items not listed, please attach additional items and coordinating bid pricing to final bid returned.

Bids must be to the Treasurer's office in a sealed and labeled envelope by **12:00 p.m., noon, EST, Tuesday, April 18, 2023**. When sending the completed bid, please address as follows:

Frontier Local School District
Attention: Lunchroom Bids
44870 SR 7
New Matamoras, Ohio 45767

For questions, please contact Lee Howard at lhoward@frontierlocalschools.com or (740) 864-6051. For program questions please contact Brenda Wilson at bwilson@frontierlocalschools.com.

Bid Specifications for Dairy Products

2023-2024 School Year

Frontier Local School District (FLSD) wants to encourage fair and open competition amongst its vendors. As such, we invite companies to submit their bids for Dairy Products for the 2023-2024 school year.

Deliveries will be made to the following school locations:

Frontier High/Middle School – 44870 State Route 7, New Matamoras, OH 45767

Matamoras Elementary – 1000 Stover Drive, New Matamoras, OH 45767

Newport Elementary – 100 Harrison Street, Newport, OH 45768

The quality of all items supplied to the FLSD must meet or exceed the quality of the items listed in the bid. If for any reason the integrity of these items is compromised, FLSD reserves the right to discontinue the relationship and seek appropriate items from a qualifying vendor. FLSD Food Service personnel will review items upon delivery and will refuse any items that do not meet the expected standards.

All food items that contribute to the meat/meat alternative, grain, and dairy components of a reimbursable meal in the National School Lunch Program (NSLP) MUST be accompanied by a nutrition or formulations specification sheet. All applicable food items, regardless of meal components, should meet the nutrition standards of the National School Lunch Program (NSLP). Complete Nutrition Facts Panels must also be submitted in addition to the Formulation Statements. For reference to the required meal pattern and nutrition requirements in the NSLP please visit: Title 2 CFR 210.10 Meal requirement for lunches.

Dairy items shall be delivered with ample usage dates. For fluid milk, it is expected that the milk should have a “Best If Used By” date that is 7 days or longer from the delivery date. FLSD may refuse fluid milk products that have a compromised “Best If Used By” date or that is not feasible to sell in an appropriate period. Other dairy products shall follow the same accord, displaying a “Best If Used By” date that offers an appropriate length of time for use.

Prices shall remain firm for the entire 2023-2024 school year. Delivery costs, equipment, and any other costs should be incorporated into the price of each line item. Simply stated, the FLSD will not be charged and will not pay for any additional costs, fees or taxes. The price of each item listed on the Proposal Form by your Company must be the full and complete price. If a price change is inevitable, your Company agrees to notify the Food Service Director in writing and by phone call to discuss the changes. If the changes are unsuitable for the FLSD, we reserve the right to discontinue the relationship.

An itemized physical invoice must accompany each delivery to each school building. Each building cafeteria manager will sign the invoice upon successfully receiving their delivery.

FLSD believes in supporting our local economy. Although it is not a disqualifying attribute if your company is not based in the area, we may give preference to businesses that are local. Geographic location will be considered among the other aspects of the bid under "Approach".

FLSD participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A 'domestic commodity or product' is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR 210.21(d).

The Frontier Local School District Board of Education reserves the right to award to the bidder that presents the best value to the District as determined solely by the District at its discretion. The Board also reserves the right to reject any and all bids.

Language to be Included in Contract as required by Uniform Guidance Procurement Standards:

- **Allow the representatives of the US Department of Human Services, ODM, ODE, or their respective designee access to the subcontractor's books, documents, and records.**
- **Acknowledgment from the contracted party that they or their principles are not suspended or debarred.**
- **Compliance with requirements of 45 CFR 164.504 (e)(1) for safeguarding and limiting access to information containing beneficiaries.**

Frontier Local School District Milk/Dairy Bid Worksheet

Product Description	Product Specification	Price	2023-2024 Bid Price
Milk, White 1%	½ Pint Carton	Firm	
		Other Specify	
Milk, Chocolate Non-Fat	½ Pint Carton	Firm	
		Other Specify	
Milk, White 2%	1 Gallon	Firm	
		Other Specify	
Cottage Cheese, Small Curd	5 lb.	Firm	
		Other Specify	
Sour Cream	Pint	Firm	
		Other Specify	

Company Information

Company Name: _____

Company Address: _____

Company Phone Number: _____

Company Email: _____

Location Manager: _____

Location Phone Number: _____

Submitter Name: _____

Submitter Title: _____

By submitting a bid, your Company acknowledges their adherence to all local, state, and federal laws and regulations. Specifically, all laws and regulations (where applicable) set forth by the following: your Company's local county Board of Health, the Washington County Board of Health, Ohio Department of Health and Ohio Department of Agriculture, United States Department of Agriculture, Food and Drug Administration, the Federal Food, Drug and Cosmetic Act, and the Food And Drug Administration Pasteurized Milk Ordinance (PMO).

Please attach a complete and updated W-9 for our records.

Bid Matrix – 2023-2024 School Year

Proposal for: _____

Company	Experience (10)	Pricing (80)	Approach (10)	Total Points