REQUEST FOR BEVERAGES BIDS
SY 2017-18

Dexter Community Schools will accept bids on beverages for the 2017-18 school year as indicated in the attached "Specifications and Information" materials.

All bids must be submitted prior to the time and date specified:

Due Date:	Thursday, August 10th, 2017
Time:	10:00 am local time
Place:	Copeland Administration Bldg. 7714 Ann Arbor St. Dexter, MI 48130

Please indicate clearly on the outside envelope:

BEVERAGE BID
ATTENTION: JENNIFER MATTISON – DIRECTOR OF FOOD & NUTRITION

All bids (pricing shall remain firm for the entire school year). All bids to be considered must meet or exceed all specifications herein.

Sincerely,

Jennifer Mattison
Director of Food & Nutrition

SPECIFICATIONS AND INFORMATION

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A. PRODUCT SPECIFICATION

Successful bidders will provide pricing on the following products. All products must be smart snack complaint.

1. Naturally flavored sparkling water equal to or comparable to Sparkling ICE
2. Bottled water in the approximate amounts of 8oz, 16.9oz., and sport cap variety
3. Premium water
4. Sparkling 100% juice, 8 oz. portion, equal or comparable to Switch
5. 100% natural juice variety of flavors.
6. Calorie free tea - varieties of lemon, green tea and lemonade/tea combination.
7. Sport drink equal or comparable to Gatorade.
8. Zero calorie carbonated beverages equal or comparable to Faygo.
9. Flavored water equal or comparable to Propel.

Additional consideration will be given to Michigan made products.

B. DELIVERY SPECIFICATIONS

Ability to deliver to individual buildings between 7:30am and 1:30pm on school days. Delivers before 11am is preferred. Bidders must specify all additional charges and delivery minimums. Minimum deliveries of once every two weeks is required.

The locations are as follows:

1. Bates Elementary
2. Cornerstone Elementary
3. Wylie Elementary
4. Creekside Intermediate
5. High Point School (WISD)
6. Mill Creek Middle School
7. Dexter High School

BEVERAGE SPECIFICATIONS AND INFORMATION

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C. Display Case

Successful bidders will supply display cooler(s) that are volume appropriate for each location. Cooler(s) will be supplied at no additional cost. Cooler(s) shall be in attractive and in good working order. Vendor is responsible for regular maintenance of coolers.

D. BILLING

Invoices are to be sent to the office listed below:

Dexter Community Schools
Food & Nutrition Department
7714 Ann Arbor St.
Dexter, MI 48130

-Or-

mattisonj@dexterschools.org & fnaccts@dexterschools.org

Any questions regarding payment should be directed to Jennifer Mattison at (734) 424-4186 or Roxanne Maze at (734) 424-4187.

Invoices will be paid in accordance with net 30 terms.

E. AWARD AND TERMINATION

1. Award Criteria with be based on the following:

Quality of product: 60 points
Price of product: 40 points
Total Points Possible: 100 points

The bid shall be awarded based on the best value to Dexter Community Schools. This is determination shall be made solely by the F&N office.

2. Dexter Community Schools reserves the right to accept or reject any or all items in the bid; to accept or reject any or all bids; to award the bid in part or in total; to waive any informalities therein; or for any reason, to award the contract to other than the low bidder.

3. Dexter Community Schools reserves the right to cancel this agreement for any reason.

F. OTHER CONSIDERATIONS

1. All products must meet the USDA Smart Snacks in Schools Guidelines.
2. Familial Disclosure Statement
3. AFFIDAVIT OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT Michigan Public Act No. 517 of 2012
4. This bid covers September 1, 2017 through August 31, 2018
5. The Food & Nutrition Department will not be responsible for products ordered by other departments, these departments must be billed separately.
6. The proposed agreement or contract may be renewed for an additional four (4) one (1) year contracts provided both parties agree no later than June 1, 2018 to an extension. Extension will be under the same terms and conditions as exist in the then current contract.
7. Dexter Community Schools is exempt from all applicable federal and state taxes. The federal tax-exempt number and the Michigan tax-exempt form may be obtained from the school district prior to commencing business. All bids are to be made taking this fact into consideration.
8. This bid is made without any previous understanding, agreement or connection with any other person firm or corporation making a bid for the same purpose, and is in all respects fair and without collusion or fraud.

BID SHEET

Please attach a product and price list.

Display cases are available YES or NO.
If yes, include specifications of coolers.

Prices quoted are to be F.O.B. delivered to any and all locations of Dexter Community Schools. Quotations should not include city, state sales and federal excise tax. Prices are for one-year contract as designated below. The option of extending for 4 (one year contracts) under the same conditions is available providing the F&N department and Vendor agree.

Submit two completed proposal forms and required signed documents.
COMMENTS: _____

_____

_____

As a sponsor of NLSP and NLBP, Dexter Community Schools will only consider products that comply with the "Buy America" Act -7 CFR 210.21. By signing below _____agrees to come comply with this federal government regulation.

_____

Date: Name of Company

_____
Contact Person

_____
Address

_____
Telephone Number

_____
Authorized Signature

SECTION 00410 – FAMILIAL DISCLOSURE STATEMENT

All bidders must complete the following familial disclosure form in compliance with MCL 380.1267 (Public Act 232 of 2004) and attach this information to the bid.

By the attached sworn and notarized statement we are disclosing the following familial relationship(s) that exist between the owner or any employee of the bidder and any member of the board or the superintendent of the school district. Dexter Community Schools shall not accept a bid that does not include this sworn and notarized disclosure statement.

Disclose any familial relationship and complete the form below in its entirety:

The following are familial relationships as described above (provide employee name, family contact name, family contact position, and familial relationship or NONE.)

_____
_____
_____
_____
_____

Signature(s):
_____Title_____

Name of Firm: _____

STATE 0F MICHIGAN

COUNTY OF: _____

On this_____, 20___, before me a Notary Public in and for said county, personally appeared _____, agent of the said firm _____ and who acknowledged the same to be his free act and deed as such agent.

_____
Notary Public

END OF SECTION

The "Iran Economic Sanctions Act" (P.A. 517 of 2012) makes an Iran-linked business ineligible to submit a bid on a Request For Bid with a public entity. School districts, community college districts, and intermediate school districts must require each entity submitting a bid on a Request For Bid to certify it is not an Iran-linked business.

By signing below we are stating that there are no relationship existing between the owner or any employee of the bidder and any Iran-linked business. Dexter Community Schools shall not accept a bid that does not include this statement.

Signature(s):

_____Title_____

Name of Firm: _____