



**DANVILLE COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 118**  
**David L. Fields Administration Building**  
**FOOD SERVICE DEPARTMENT**  
**ATTN: ZETTA PIGGOTT**  
**110 E. WILLIAMS STREET, DANVILLE, ILLINOIS 61832**  
**217-444-1070**

**INVITATION TO BID SPECIFICATIONS**  
**2022-2023**

The Board of Education, Danville Community Consolidated School District No. 118 desires to receive sealed bids for the following:

**DAIRY 2022-2023 TO BE DELIVERED TO SCHOOLS**

The Board of Education of Danville Community Consolidated School District No # 118 reserves the right to reject or accept any and all proposals and to waive informalities in bidding. The bidder affirms by his/her signature that the bidder does comply with all requirements of Civil Rights and Executive Orders governing nondiscrimination of employment. The competency and responsibility of all bidders will be taken into consideration.

This bid is to become a contract when accepted by the Board of Education, which content will include the invitation to bid and all other bid documents. The contract will be awarded to the lowest bidder whose products meet all specification, terms, and conditions of this bid. Please refer to Page 2 for additional information regarding quality of products, specific brands, requested samples, and submitting complete product information.

The vendor certifies that the vendor is not barred from bidding on this contract as a result of a conviction for either bid-rigging or bid-rotating under Article 33E of the Criminal Code of 1961.

**Attached Debarment Form must be signed and returned with bid.**

For bids on food products, the food purchases must be produced in the United States except in those instances where food is not produced in the United States in sufficient quantity or satisfactory quality, or the cost of the food produced in the United States is significantly higher than foreign products.

**SEALED BIDS ARE DUE TO THE FOOD SERVICE DEPARTMENT NO LATER THAN:**  
**TUESDAY, AUGUST 18, 2022 2:30 P.M LOCAL TIME**

**ANY BIDS RECEIVED AFTER THE DEADLINE CANNOT BE ACCEPTED.**

**THE ENVELOPE SHALL BE CLEARLY MARKED "DAIRY BIDS-FOOD SERVICE"**

**SIGNATURE** \_\_\_\_\_

**TITLE** \_\_\_\_\_

**COMPANY** \_\_\_\_\_

**PHONE** \_\_\_\_\_

**QUALITY OF SERVICE:**

A delivery schedule, workable for both the dairy company and the school district, will be agreed upon before the start of school. A contract with the successful bidder may be terminated at any time during the school year should there be problems with the delivery schedule other than when caused by emergency situations.

**There shall be no early morning deliveries prior to the school being opened by the custodians. Someone must be on hand to accept the product. Vendor is responsible for rotating product in all milk coolers at each delivery location. A list of delivery addresses and contact information is included with this bid.**

The vendor shall be responsible for replacing any damaged, spoiled, or unsanitary product. Milk crates **MUST** be clean. If the condition of the product (s) does not meet the acceptance of the Food Service Department, we reserve the right to terminate the contract in portion or in full.

Any on-going problem with leaking cartons may result in the termination of the purchase contract.

**AVAILABLE PRODUCT:**

Any unreasonable shortages of the products ordered, or frequent substitutions may result in a termination of the contract with the successful bidder. Any substitutions must be approved by the Kitchen Manager prior to delivery.

**PRODUCT INFORMATION SHEETS MUST BE PROVIDED FOR EACH PRODUCT INCLUDING COMPLETE NUTRITIONAL INFORMATION.**

**EMPTY MILK CRATES ARE TO BE PICKED UP IN A TIMELY MANNER, NO LESS THAN ONCE A WEEK.**

**DELIVERY TWO (2) DAYS PER WEEK**

**BACK UP DELIVERY DAY FOR SCHOOL CLOSINGS**

**MILK WITH TEN (10) DAY LEAD OF EXPIRATION**

**DELIVERY CONFIRMATION SHEET OR RECEIPT LEFT AT EACH SCHOOL UPON DELIVERY**

**RECEIPT OF CREDIT/CREDIT MEMO PROVIDED AT THE TIME OF CREDIT**

**Give a complete description of your escalation/de-escalation clause**

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Products Up For Bid

<u>Product</u>	<u>Base Price</u>	<u>Unit Size</u>
8 oz. Multicolor Carton 1% White		
8 oz. Multicolor Carton-Skim White		
8 oz. Multicolor Carton-Skim Chocolate		
8 oz. Multicolor Carton-Skim Strawberry		
8 oz. Multicolor Carton-Skim Vanilla		
1 pint 1% White		
1 pint-Skim White		
1 pint-Skim Chocolate		
1 pint-Skim Strawberry		
Non-Dairy Creamer (case)		
1 Gallon Skim White		
1 Gallon 1% White		
1 Gallon 2% White		
Whipping Cream (Quart)		
Low Fat Cottage Cheese (5#)		
12 oz. Chugs-Skim Chocolate		
12 oz. Chugs-Skim Strawberry		
Soy Milk (specify size)		
Egg Nog (specify size)		
4 oz. Skim Milk		

School Locations

<u>School</u>	<u>Address</u>	<u>City and Zip</u>	<u>Manager</u>	<u>Phone</u>
Danville High School	202 E. Fairchild	Danville, 61832	Kim Prunkard Melody	217-444-1600
KDBA	502 E. Main	Danville, 61832	Henderson	217-444-0309
North Ridge	1619 N. Jackson	Danville, 61832	Marvalene Stovall	217-444-3407
South View	133 E. 9th Street	Danville, 61832	Lorie Tutwiler	217-444-1839
Edison	2101 N. Vermilion	Danville, 61832	Barb Hall	217-444-3355
Garfield	1101 N. Gilbert	Danville, 61832	Jessica Hatcher	217-444-1770
Liberty	20 E. Liberty Lane	Danville, 61832	Emily Hiten	217-444-3005
MDE	930 Colfax	Danville, 61832	Melissa Harris	217-444-3282
Meade Park	200 S. Kansas	Danville, 61832	Tina Jones	217-444-1955
Northeast	1330 E. English	Danville, 61832	Karla Jones	217-444-3079
Southwest	14794 Catlin-Tilton Rd.	Danville, 61834	Karen Costigan	217-444-3543
District Warehouse	131 N. Jackson	Danville, 61832	Karl Thornsborough	217-444-2653