

ROCKWOOD SCHOOL DISTRICT CHILD NUTRITION SERVICES GENERAL CONDITIONS AND SPECIFICATIONS

ICE CREAM PRODUCTS BID 2021-22 SCHOOL YEAR

1. Sealed bids must be received either via e-mail or at the Rockwood Child Nutrition Services Office at 17146 Manchester Rd., Wildwood, Missouri 63040 no later than 9:50 A.M. on May 11, 2021. At this time, all bids will be publicly opened and read. There will be no exceptions.
2. Ice cream products specified are to be delivered to schools in the Rockwood School District on days that school is in session or a mutually agreed upon schedule. A map of the school locations is attached.
3. Ice cream products are required Monday through Friday between 6:30 A.M. and 10:00 A.M. or after lunch service, between 1:00 P.M. and 2:00 P.M. unless otherwise approved and coordinated by the Director of Child Nutrition Services and the successful bidder.
4. If inclement weather forces cancellation of a school day, the supplier will be informed by public radio, television or the Rockwood website before 7:00 A.M. of that day. If the closure has an effect on the delivery schedule, information on an alternate schedule must be emailed to the Rockwood CNS Director.
5. All ice cream products are to be kept at proper temperature to maintain food safety and quality during transport and delivery to buildings. Freezer trucks are the required means of transportation to maintain a safe and sanitary product. Deliveries are to be placed in designated walk-in freezers or ice cream freezers at each site and stock is to be rotated.
6. Each delivery must be accompanied by a legible delivery ticket with the name of the school, date of delivery, quantity of each item delivered and total cost. Successful bidder will provide the Child Nutrition Services office with a monthly statement for each building.
7. All products are to be Smart Snack compliant. Please refer to page 7 of the USDA guide:
https://fnsprod.azureedge.net/sites/default/files/resourcefiles/USDA_SmartSnacks_508_62019.pdf

8. A scoring matrix will be used to determine the best cost benefit to the school district, the highest quality of products, and the best service suited to the school district's needs. Please refer to the table for criteria. In no event shall the District be required to explain the evaluation process or award selection to any Proposer.

Evaluation Components	Points
Price	40
Quality	25
Delivery Timeline	20
Service	10
Student Product Acceptability	5
Total:	100

9. Please provide the minimum order requirement for delivery:

I have read the above conditions and agree to the terms of the bid.

Date _____

Company Name _____

Authorized Signature _____

Printed Name _____

Telephone _____

Email _____