

**FORM OF PROPOSAL**

Des Moines Public Schools  
Division of Purchasing  
1915 Prospect Road  
Suite 1200  
Des Moines, IA 50310  
Phone (515)242-7751  
Fax (515)242-7550

No: B7423  
Date Issued: 3/22/16  
Date Due: 4/13/16  
Time: 3:00 p.m.

BIDS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED WILL BE RECEIVED AT THE ABOVE OFFICE UNTIL, BUT NOT LATER THAN, THE DATE AND TIME ABOVE STATED AND THEN PUBLICLY OPENED FOR FURNISHING THE FOLLOWING SUPPLIES, EQUIPMENT AND/OR SERVICE F.O.B. DESTINATION Mark Mattiussi, Purchasing Agent

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**MILK, DAIRY AND JUICE PRODUCTS**  
**IN ACCORDANCE WITH THE ATTACHED FORM OF PROPOSAL WORKSHEETS,**  
**VENDOR PROFILE, SPECIAL CONDITIONS, GENERAL TERMS AND CONDITIONS, and ATTACHMENTS**

Print or Type name, title and phone number of person to be contacted for bid information:

Name: Bob Seidl  
Title: Accounting Manager  
Phone: 515-263-6367

**Required Submittals: 1) This Form of Proposal Page; 2) Acknowledgment & Certification; 3) Product Spec Sheets; 4) Vendor Profile; 5) Attachments A, B, C with Supporting Documents; 6) Requested Samples**

**Period of Contract**

This contract is for the period July 1, 2016 through June 30, 2017. The District reserves the option to renew the contract with the successful bidder for up to four additional years. The amount of the contract for the second through the fifth year shall be negotiated at the close of each preceding year. The renewal option may not be exercised if it is not in the District's best interest

The undersigned bidder certifies, by responding to this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal, State or Local department or agency. Further, it is the policy of the Des Moines Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you believe you have been discriminated against or treated unjustly, please contact the Equity Coordinator, Isaiah McGee at 2323 Grand Avenue, Des Moines, IA 50312, 515-242-7662 [isaiah.mcgee@dmschools.org](mailto:isaiah.mcgee@dmschools.org) Section 504 34 CFR 104.8, Title IX 34 CFR 106.9, OCR Guidelines IV.O and V.C. Also the District plans to pay Seller using a procurement or virtual credit card, or may make payments by electronic funds transfer and recommends that Contractors accept one of these forms of payment. Finally by signing this document the Seller and their agent(s) have read, understand and will comply with the District's Acknowledgment & Certification requirements as detailed below. Delivery shall be made between the hours of 8:00 a.m. and 3:30 p.m. to the various locations detailed below

**Company Name:** Anderson Erickson Dairy **Street Address** 2420 E. University

**Representative Name:** Bob Seidl **City** Des Moines **State** IA **Zip** 50317  
(Sign)

**Representative Title:** Accounting Manager **Phone** 515-263-6367 **Fax** 515-263-6301

SUBJECT TO THE TERMS AND CONDITIONS @ <http://www.dmschools.org/wp-content/uploads/2014/11/General-Terms-n-Conditions-New.pdf> THIS FORM AND EACH ADDITIONAL FORM OF PROPOSAL, IF ANY, MUST BE SIGNED.

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