

**ORLEANS PARISH SCHOOL BOARD  
PROCUREMENT DEPARTMENT  
2401 Westbend Parkway, Suite 5055 | New Orleans, LA 70114  
Paul A. Lucius, Executive Director of Procurement**

**April 24, 2024**

**ADDENDUM NO. 1**

**ITB No. 25-CN-0001**

**MILK AND DAIRY PRODUCTS**

**This Addendum and Clarification item forms a part of the Contract Documents and modifies the original Invitation to Bid, issued Tuesday, April 16, 2024. Acknowledge receipt of this Addendum on the Addendum Form of the original Invitation to Bid. Failure to do so may subject Bidder to disqualification.**

This addendum consists of six (6) pages:

**THE ORIGINAL INVITATION TO BID DOCUMENT IS CHANGED AS FOLLOWS:**

1. Please send me your “current” pricing for the items listed in the Milk and Dairy Products Bid #25-CN-0001.

**RESPONSE:** Please refer to the lowest responsive and responsible Bidder’s pricing, for 2024 fiscal year, which is attached to this addendum.

2. Also, I will need to know if it is “firm” pricing, OR on an escalation/ de-escalation basis.

**RESPONSE:** Pricing will be based on escalation/de-escalation.

**END OF INSTRUCTIONS FOR ADDENDUM No. 1.....**



### Agenda Item Details

Meeting	Jun 06, 2023 - COMMITTEE OF THE WHOLE
Category	8. BUDGET AND FINANCE
Subject	Request to Award Invitation to Bid No. 24-CN-0001 - Milk for The Child Nutrition Program Fiscal Year 2024
Access	Public
Type	Action (Consent)
Preferred Date	Jun 06, 2023
Absolute Date	Jun 08, 2023
Fiscal Impact	Yes
Dollar Amount	269,433.85
Budgeted	Yes
Budget Source	Child Nutrition, Fund 7A
Recommended Action	It is recommended that the Orleans Parish School Board accepts the only bid received meeting the specifications for Invitation to Bid No. 24-CN-0001 for Milk for the Child Nutrition Program for fiscal year 2024, from East Side Jersey Dairy/Prairie Farms in the amount of \$269,433.85.

### Public Content

#### Rationale:

On Friday, April 21, 2023, the Orleans Parish School Board submitted a fifteen (15) day advertisement for Invitation to Bid no. 24-CN-0001 for Milk, for the Child Nutrition Program for the 2023-2024 Fiscal Year.

NOLA Public Schools received 1,587 downloads from the public. No addendums were issued before the bid deadline. On Friday, May 5, 2021, at 12:00 p.m. the Procurement Department received two (2) sealed bids as follows:

1. East Side Jersey Dairy/Prairie Farms : \$269,433.85
2. New Dairy OPCO. Borden: \$327,310.00

These items are to provide Milk to thirteen (12) school sites through the Orleans Parish School Board Child Nutrition Program, for the 2023-2024 school year. The menu period will be from August, 2023 through July 31, 2024. These menus are planned to comply with USDA mandates and Dietary Guidelines. Orders will be placed on an as needed basis. Milk will be served to students at various schools where the Orleans Parish School Board Department Child Nutrition Program provides meal service.

Since there are not currently any Disadvantaged Business Enterprise (DBE) firms that perform this service, there is no DBE participation regarding this project.

Submitted by: Stuart A. Gay, Chief Financial Officer

[BID\\_QUOTE Form ITB 24-CN-0001 - Milk \(5.9.23\).pdf \(327 KB\)](#)**Administrative Content****Executive Content**

*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*



**NEW ORLEANS PUBLIC SCHOOLS - PROCUREMENT DEPARTMENT**  
**www.nolapublicschools.com**

**BID/QUOTE FORM**

Bid/Quote for Requisition #: \_\_\_\_\_ Date: \_\_\_\_\_ Submitted by: \_\_\_\_\_

			VENDOR #1		VENDOR #2		VENDOR #3	
Company Name:								
Contact Person:								
Phone Number:								
Date:								
How was the vendor contacted (i.e. phone, E-mail, etc.)								
Description	Qty	Unit Measure	Unit Price	Total	Unit Price	Total	Unit Price	Total
Delivery Fees, if applicable:								
Expedite Fees, if applicable:								
Set up Fees, if applicable:								
Other Fees, if applicable:								
<b>GRAND TOTAL:</b>								

Comments:

*This form **MUST** be completed and attached to your requisition in MUNIS.*

Signature & date:

ORLEANS PARISH SCHOOL BOARD DEPARTMENT OF CHILD NUTRITION SERVICES NEW ORLEANS							
INVITATION TO BID NO. 24-CN-0002							
Bid Group Description: MILK							
Bid Opening Date:							
Vendor to Complete " <b>Bolded</b> " Items within the green highlighted fields							
VENDOR: EAST SIDE NEW DAIRY Jersey Dairy OPCO, BORDEN							
Item Description	Requested	Product Code & Brand	Units per	Unit Size	Bid Price	Bid Price	Extended
Specifications							
1. ASSORTED MILK (1% White, Skim, 1% Chocolate, 1% Strawberry,) Gable Top Carton	690,000 units	Brown's Dairy Or Pre-Approved Brands	50 units per case	8 oz.	267,030.00	324,300.00	
1 A. MILK WHOLE WHITE. Gable Top Carton	5,800 units	Brown's Dairy Or Pre-Approved Brands	50 units per case	8 oz.	2,244.60	2,726.00	
REVISION: FULL NUTRITIONAL INCLUDING CALORIES, SATURATED FAT, AND SODIUM MUST BE AVAILABLE, MUST BE FREE OF ADDED TRANS FATS.							
2. 1% CULTURED LOWFAT BUTTERMILK Grade A pasteurized low fat milk	50 QUARTS	Brown's Dairy Or Pre-Approved Brands	1/quart	32 oz.	103.00	200.00	
REVISION: FULL NUTRITIONAL INCLUDING CALORIES, SATURATED FAT, AND SODIUM MUST BE AVAILABLE, MUST BE FREE OF ADDED TRANS FATS.							
3. LACTOSE FREE MILK 100 % Lactose Free Milk, Vitamins A & D added, Pasteurized, Low Fat and Fat Free	75 CARTONS	Dairy Ease, Lactaid Or Pre-Approved Brands	27 units per case	5 lb.	56.25	84.00	
REVISION: FULL NUTRITIONAL INCLUDING CALORIES, SATURATED FAT, AND SODIUM MUST BE AVAILABLE, MUST BE FREE OF ADDED TRANS FATS.							
4. SOUR CREAM	30	Field Crest	50 units per case	8 oz.	N/A	N/A	

Shall present a clean, natural color, with a smooth, velvety appearance. Natural color may range from a bright white to a light cream color. The surface should appear smooth and dry without excessive whey separation. It shall be free from visible sediment, mold and surface discoloration.	CASES	Dairy Pure Or Pre-Approved Brands					
REVISION: FULL NUTRITIONAL INCLUDING CALORIES, SATURATED FAT, AND SODIUM MUST BE AVAILABLE, MUST BE FREE OF ADDED TRANS FATS.							
5. Eggs	30	Sunn Up	15 units per case	1 dozen	N/A		
Standard Large eggs normal expiration date approximately 45 days. 12 per carton, 15 cartons per case	CASES						
REVISION: FULL NUTRITIONAL INCLUDING CALORIES, SATURATED FAT, AND SODIUM MUST BE AVAILABLE, MUST BE FREE OF ADDED TRANS FATS.		Or Pre-Approved Brands					
<b>Totals:</b>					269,433.85 <del>\$0.00</del>	32,7310.00 <del>\$0.00</del>	\$0.00