

**NOTICE OF DRAFT INVITATION TO BID**  
**Nebraska State Purchasing Bureau**

**Grocery, Frozen, Bread/Bakery,  
Milk/Dairy Products, Fresh and Pasteurized Eggs  
Special Terms and Conditions  
XXXX OF**

The Nebraska State Purchasing Bureau is releasing a draft version of an Invitation to Bid for Food Categories as used by Nebraska state agencies and facilities.

The draft documents are posted for potential vendors to review the specifications, requirements and structure for this solicitation. State Purchasing Bureau requests the potential vendors provide comments that will enhance the final document(s) that will be ultimately released for formal bid. Comments may address such items as format of documents and industry standards. The State is seeking to ensure that maximum competition may be achieved while meeting the State's needs for food products for using agencies statewide.

Comments should be emailed to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov) by the close of business August 5, 2015.

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**Comments Due By Close of Business August 5, 2015**

**Bidder's Instructions:**

The following are the procedures for establishing contract(s) for the purchase of food products by the State of Nebraska, Department of Correctional Services and the Department of Health and Human Services.

Vendors willing to supply food products shall provide a completed bid package per the information below.

The complete bid package consists of the following documents and information:

1. Invitation to Bid Form (the standard State Purchasing Bureau form that must be signed in ink by responding bidder);
2. Special Terms and Conditions for Food Products including Facility Addresses and Locations;
3. Specification Tables for each Food Category to be filled out by bidder;
4. Bid Sheet Attachments A-M for each Food Category whereby the bidder will provide pricing information and percent discount off price lists, etc.

Bidders can bid on all food categories or choose to only bid on one category of food type. Bidders may also choose to bid on items for both the Department of Correctional Services and the Department of Health and Human Services or bid only for a specific agency.

Bidders will need to fill out those corresponding specification tables and bid sheet attachments which are separated out on individual worksheets in Excel and include all these documents within their bid package.

**STATE OF NEBRASKA: Commodity Contract**

**Grocery, Frozen, Bread/Bakery,  
Milk/Dairy Products, Fresh and Pasteurized Eggs  
Special Terms and Conditions  
XXXX OF**

**SCOPE**

It is the intent of this bid invitation to establish contracts to supply the following food categories: **Grocery, Frozen, Bread/Bakery, Milk/Dairy Products, Fresh and Pasteurized Eggs** per the attached specifications from date of award for a period of two (2) years with the option to renew for additional two (2), two-year periods when mutually agreeable to the vendor and the State of Nebraska. The State reserves the right to extend the period of this contract beyond the end date when mutually agreeable to the vendor and the State of Nebraska.

Primary using State Agencies are the Department of Correctional Services (NDCS) and the Department of Health and Human Services (DHHS). A list of current ordering state facilities is found within these specifications, but changes to ordering facilities may be necessary throughout the contract period. Adequate notice of any such changes shall be made to the participating contractors.

All items bid shall be of the latest manufacture in production as of the date of the Invitation to Bid and be of proven performance and under standard design, complete as regularly advertised and marketed. All necessary materials for satisfactory performance of the supplies shall be incorporated into the **Grocery, Frozen, Bread/Bakery, Milk/Dairy Products, Fresh and Pasteurized Eggs** whether or not they may be specifically mentioned below.

Complete specifications, supplier/manufacturer's descriptive literature, nutritional labels and/or advertising data sheets with cuts or photographs may be required prior to an award and should be included with the bid on the IDENTICAL items proposed. Literature should be complete and the latest published. Any information necessary to show compliance with these specifications not given on the supplier/manufacturer's descriptive literature and/or advertising data sheets should be supplied in writing on or attached to the bid document. If

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supplier/manufacturer's specifications sheets, descriptive literature, nutritional labels, advertising data sheets or information necessary to show compliance with these specifications is not supplied in writing on or attached to the bid document, the bidder will be required to submit requested information within five (5) business days of a written request. Failure to submit requested descriptive literature or advertising data sheets may be grounds to reject the bid.

**NON-COMPLIANCE STATEMENT**

Read these specifications carefully. Any and all exceptions to these specifications must be written on or attached to Invitation to Bid. Any noncompliance may void your bid. Non-compliance to any single specification can void your bid.

It is the responsibility of Bidders to obtain information and clarifications as provided below. The State of Nebraska is not responsible for any erroneous or incomplete understandings or wrongful interpretations of this Invitation to Bid by any Bidder.

No interpretation related to the meaning of bid specifications or other pre-bid documents will be made orally to any Bidder by the State of Nebraska. Any request for bid interpretation must be put in writing and faxed by the Bidder to: the State Purchasing Bureau, Fax (402) 471-2089 or e-mailed to AS Materiel Purchasing [as.materiel.purchasing@nebraska.gov](mailto:as.materiel.purchasing@nebraska.gov) by the last day to submit written questions that is specified in the Schedule of Events. (Inquiries received after the last day to submit written questions may not be addressed).

**RIGHTS**

The State reserves the right to waive technicalities; reject any or all bids, wholly or in part; and to waive any deviations or errors that are not material, do not invalidate the legitimacy of the bid, and do not improve the bidder's competitive position. These contracts may be awarded item-by-item, group of items, or total, to best serve the interest of the State of Nebraska. The State of Nebraska will be the sole judge of equivalence and any decision will be final. All awards will be made in a manner deemed in the best interest of the State.

**SECRETARY OF STATE**

Contract or purchase order awards may be limited to bidders authorized to transact business in the State of Nebraska. All awarded bidders are expected to comply with all Nebraska Secretary of State registration requirements. It is the responsibility of the bidder to comply with any registration requirements pertaining to types of business entities (e.g. person, partnership, foreign or domestic limited liability company, association, or foreign or domestic corporation or other type of business entity). The bidder who is the expected recipient of an award recommendation will be required to certify that it has so complied and produce a true and exact copy of its current (dated within 90 days), valid Certificate of Good Standing or Letter of Good Standing; or in the case registration is not required, to provide, in writing, the reason as to why none is required. This must be accomplished prior to the award of the contract or purchase order. Further, all bidders shall comply with any and all other applicable Nebraska statutes regarding transacting business in the State of Nebraska. In order to expedite the award process, bidders are encouraged to submit their valid Certificate of Good Standing or Letter of Good Standing with their bid.

**AWARD**

All purchases, leases, or contracts which are based on competitive bids will be awarded to the lowest responsible bidder, determined according to the provision of §81-161, R.R.S 1943. The State reserves the right to reject any or all bids, wholly or in part and to waive any deviations or errors that are not material, do not invalidate the legitimacy of the bid and do not improve the bidder's competitive position. All awards will be made in a manner deemed in the best interest of the State. It is anticipated that multiple awards will be issued from this solicitation.

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**AMENDMENT**

This Contract may be amended at any time in writing upon the agreement of both parties. Should using agencies require the addition of a new ordering location or facility; this will be accomplished through the amendment process.

**REVISIONS**

In the event any product is discontinued or replaced with a newer version during the contract period, the State of Nebraska reserves the right to amend this contract to include the new product.

**ASSIGNMENT OF CONTRACT**

The vendor will not assign, transfer or sub-contract any portion of this contract without the prior written consent of the State of Nebraska.

**BREACH OF CONTRACT**

If the Contractor breaches this Contract, the State of Nebraska may, at its discretion, terminate the Contract immediately upon written notice to the Contractor. The State of Nebraska shall pay the Contractor only for such performance as has been properly completed and is of use to the State of Nebraska. The State of Nebraska may, at its discretion, contract for provision of the goods or services required to complete this Contract and hold the Contractor liable for all expenses incurred in such additional contract over and above the total cost of performance. This provision shall not preclude the pursuit of other remedies for breach of contract as allowed by law.

**AUDIT REQUIREMENTS**

All Contractor books, records and documents relating to the products supplied under this contract shall be subject to audit at any reasonable time upon the provision of reasonable notice by the State. All records shall be maintained in accordance with generally accepted government accounting principles.

Contractor(s) with on-line ordering capabilities will be required to certify to the State in writing, on a yearly basis, that it has completed a self-audit of prices and that all contracted items have been billed at contract-awarded prices.

The contract may also be subject to a quarterly audit by the State. The State may randomly select up to 30 items (or more, at the discretion of the State) from the contract for which the Contractor shall be required to provide invoices showing actual prices billed to the State. The State will also verify that the contracted prices match those which are included on the Contractor's online order guide.

Contractor shall return to the State all payments made under the contract for any audit exceptions. The Contractor agrees to correct immediately any pricing deviations discovered in the course of an audit.

**TERMINATION**

The contract may be terminated as follows:

1. The State and the Contractor, by mutual written agreement, may terminate the contract at any time.
2. The State, in its sole discretion, may terminate the contract for any reason upon thirty (30) calendar days written notice to the Contractor. Such termination shall not relieve the

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Contractor of warranty or other obligations incurred under the terms of the contract. In the event of cancellation the Contractor shall be entitled to payment for those products received and accepted by the State.

3. The State may terminate the contract immediately for the following reasons:
  - a. if directed to do so by statute;
  - b. Contractor has made an assignment for the benefit of creditors, has admitted in writing its inability to pay debts as they mature, or has ceased operating in the normal course of business;
  - c. a trustee or receiver of the Contractor or of any substantial part of the Contractor's assets has been appointed by a court;
  - d. fraud, misappropriation, embezzlement, malfeasance, misfeasance, or illegal conduct pertaining to performance under the contract by its Contractor, its employees, officers, directors, or shareholders;
  - e. an involuntary proceeding has been commenced by any party against the Contractor under any one of the chapters of Title 11 of the United States Code and (i) the proceeding has been pending for at least sixty (60) calendar days; or (ii) the Contractor has consented, either expressly or by operation of law, to the entry of an order for relief; or (iii) the Contractor has been decreed or adjudged a debtor;
  - f. a voluntary petition has been filed by the Contractor under any of the chapters of Title 11 of the United States Code;
  - g. Contractor intentionally discloses confidential information;
  - h. Contractor has or announces it will discontinue support or provision of the deliverable;
  - i. second or subsequent documented "vendor performance report" form deemed acceptable by the State Purchasing Bureau; or
  - j. Contractor engaged in collusion or ones actions which could have provided Contractor an unfair advantage in obtaining this contract.

**TAXES**

The State is not required to pay taxes of any kind and assumes no such liability as a result of this solicitation. Any property tax payable on the contractor's equipment which may be installed in a state-owned facility is the responsibility of the contractor.

**PRICING - CORE LIST and CATALOG**

The State of Nebraska intends to enter into Contract(s) for **Grocery, Frozen, Bread/Bakery, Milk/Dairy Products, Fresh and Pasteurized Eggs** for state agencies and/or facilities. The contract(s) will be for a list of common use items identified as a **Core List** and additional items identified as a **Catalog/Non-Core List**.

Catalog/Non-Core List items shall be represented by a catalog or current supplier/manufacturer price list(s) containing **Grocery, Frozen, Bread/Bakery, Milk/Dairy Products, Fresh and Pasteurized Eggs** not called out in the Core List, as shown in the Attachments within this document.

**Separate Core Lists for each using agency (School Breakfast and Lunch Program is a combined list for using agencies – Attachment M)** are attached which shall contain the most repetitively purchased **Grocery, Frozen, Bread/Bakery, Milk/Dairy Products, Fresh and Pasteurized Egg** items and will represent those products which the State wishes to establish as standard items based upon their value to the State in terms of quality and price. The Core List(s) represent those items for which the State expects to

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receive the greatest consideration for pricing valuation by all bidders. The Core List should represent a greater discount than the Catalog/Non-Core item lists.

The Core List identifies the most commonly purchased items but is not a complete list of items purchased by the State, nor does it guarantee future purchase of these products. The State reserves the right to add or remove items from the Core Item list based on usage.

Catalog/Non-Core List items are defined as those additional items available from the vendor not listed as part of the Core List. Prices for Catalog/Non-Core items shall be determined by applying the quoted discount for the item(s)/category to the manufacturer's current catalog or manufacturer price list(s). The discount percentage for the Catalog/Non-Core items shall remain firm for the duration of the contract period.

**All items not included on the Core Lists shall be considered Catalog Items.**

At the request of the State Purchasing Bureau, the vendor shall block on-line ordering availability on certain non-core items as identified by State Purchasing Bureau. **Alcohol, Pork and/or Pork By-Products shall be excluded from any on-line ordering site which will be used by the Department of Correctional Services (NDCS).**

**Alcohol shall be excluded from any on-line ordering site which will be used by the Department of Health and Human Services (DHHS).**

**1. PRICE**

Core List prices quoted shall be net, including transportation and delivery charges fully prepaid by the vendor, FOB Destination to the ordering state facility/agency. Core List pricing is to remain firm for the initial 180 days of the contract **with the exception of the Fresh Eggs contract** (see Attachment/specifications). After the initial 180 day period, price adjustments may be requested by the contractor(s).

Any request for price adjustment must be submitted in writing to the State Purchasing Bureau a minimum of thirty (30) days prior to the initial 180 days and prior to the end of each following quarter of the contract. The price adjustment request must be accompanied by any/all supporting documentation such as a notification letter from the supplier/manufacturer indicating the percentage of increase. The supporting information must clearly establish the increase is for all customers, not to the State of Nebraska alone. Further documentation may be required by the State, to authenticate the increase (such as manufacturer invoices). Failure to supply any requested supporting documentation may be grounds to cancel the contract. The Core Lists are not subject to the discount pricing required for the Non-Core List/Catalog products, but will consist of net, fixed pricing.

Catalog/Non-Core item purchases shall be net, including transportation and delivery charges fully prepaid by the vendor, FOB Destination to the ordering state facility/agency. Discount bid off of supplier/manufacturer's suggested list price shall remain fixed for the duration of the contract. During the life of the contract, there may be new supplier/manufacturer's list price schedules published. In the event this occurs, it will be necessary for the contractor to supply the State Purchasing Bureau and any requesting agencies with one (1) copy of each as applicable. New catalog and/or price list(s) will be incorporated into the contract thirty (30) days after receipt by the State Purchasing Bureau. Catalog Price Lists will be updated and supplied automatically to State Purchasing Bureau buyer and designated agency contacts established upon contract award.

Discounts for Catalog/Non-Core items shall be applied to products as presented in **Attachments F and L.**

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**Grocery, Frozen, Bread/Bakery, Milk/Dairy Products, Fresh and Pasteurized Eggs, Catalog/Non-Core List.**

Prices quoted for products on the Core List and Catalog/Non-Core items shall be inclusive of all costs, to include but not limited to storage, processing and/or delivery throughout the State of Nebraska. Vendor cannot impose any additional service fees.

NO price increases are to be billed to the State facilities without prior written approval by the State Purchasing Bureau.

The State further reserves the right to reject any proposed price increase(s), cancel the contract and re-bid if determined in the best interest of the State.

It is understood and agreed that in the event of a reduction in the supplier/manufacturer's published standard price list for all or any portion of the proposed items, the State of Nebraska will be given full benefit of such decline in price immediately, including any promotional allowances offered to the balance of the trade during the contract period.

**2. CORE LIST PRICING**

The State will not accept substitutions except as stated above. A supplier/manufacturer's brand have been provided for some specific items. Where brand names are given, they are listed as guides only, unless otherwise specified. Where listed as "NO SUBSTITUTE" this is the only product that will be accepted. Vendor is required to list brand name bidding and vendor's product code number. All bid units should match exactly. In those cases where items may have more than one brand name, the vendor may bid on either brand. Please indicate which brand was bid. Bidder must complete **Attachments A-E, G-K and M.**

Bidder(s) are not required to bid every food category, but should bid all items for the categories they choose to bid. Please pay special attention to the unit of measure on the attached bid sheets, in addition to reviewing and completing the attached specification sheets for each food category.

**3. CORE LIST FILL RATE**

95% fill rate for core items.

**4. CATALOG/NON-CORE PRICING**

Prices for Catalog/Non-Core items shall be determined by applying the quoted discount for the item to the supplier/manufacturer's current catalog or price list. The percentage discount for the items shall remain firm for the duration of the contract period. Bidder must clearly state the date of the catalog or price list used and provide a copy of the catalog to the State Purchasing Bureau upon request.

The pricing structure, consisting of all pricing formulas and pertinent information, for all non-core items must be clearly defined and documented for future auditing purposes.

A firm percentage rate must be quoted--a range of percentages will not be considered.

**Catalog/Non-Core Categories** have been identified as follows (and vendor catalog items should include the following categories):

- a. Grocery (excluding core items)

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- b. Frozen (excluding core items)
- c. Milk/Dairy (excluding core items)
- d. Bread/Bakery (excluding core items)
- e. Eggs, Fresh (excluding core items)
- f. Eggs, Pasteurized (excluding core items)
- g. Miscellaneous, Including Spices, Creamers, Condiments, Oils and Single Serving Packets (excluding core items)
- h. Produce, if available. Any produce item is considered a Catalog/Non-Core category for this solicitation and contract award.

Pork/Pork By-Products are not to be made available for purchase by NDCS without approval from the State Purchasing Bureau and must be blocked in vendor's on-line order system.

DHHS facilities DO utilize Pork/Pork By-Products. Products containing alcohol will not be allowed by **any** using State agency.

**5. PRICE LISTS AND CATALOGS**

After award of the contract(s), the vendor(s) shall supply additional copies of the current catalog or price list used for this Invitation to Bid for distribution to any requesting state agency at no charge, within ten (10) days of request. Additional catalogs and/or price lists may be required and shall be provided without charge. Any catalog or price list revisions which occur during the duration of the contract shall be provided upon request without charge.

**6. USAGE REPORTS**

Usage reports may be requested by the State Purchasing Bureau and/or the using agency(ies). The reporting period may be determined (monthly, quarterly, etc.) based on need and may include the following:

- a. Fill rate information for core and non-core items, statewide, by individual agency, and by individual ordering facility to include the number of orders received, orders processed, back orders, and partially filled orders.
- b. Substitution information for core and non-core items, statewide, by individual agency, and by individual ordering facility to include the number of orders received, orders processed, back orders, and partially filled orders.
- c. Usage reports by agency and statewide indicating the numbers of each core item and non-core item sold.
- d. Reports separated by Core List versus Non-Core/Catalog items
- e. Reports by Facility, Category, Individual Products
- f. Any additional report the State Purchasing Bureau may deem necessary.

**7. SUBSTITUTION DEFINITION**

Vendor will not permanently substitute any Core List item that has been awarded without prior approval of State Purchasing Bureau.

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**A one-time approved substitute item does not automatically become identified as an acceptable substitution for future out of stock situations.** (This applies to Core and Catalog items alike.) Each time a substitute item needs to replace an out of stock item, the Contractor's customer service representative will be required to get authorization from the ordering agency (Food Service Director or Warehouse Supervisor) prior to making the substitution. The substitute item shall be equivalent in quality and billed at the contracted price. In the event the one-time substituted item costs less than the original ordered item, the State will be charged at the lower price).

Any one-time approved substitute item must be identified on the corresponding invoice as "substitute." This is necessary in order to track the frequency of occurrence, in relation to fill rates.

If a suitable substitute cannot be provided by the vendor, the using agency may source the product off-contract. The State reserves the right to procure the articles from other sources and hold the contractor responsible for any excess cost occasioned thereby.

**OPPORTUNITY BUYS and RIGHTS**

The State reserves the right, through the State Purchasing Bureau, to purchase items from other sources as necessary when the vendor cannot perform or for emergency needs.

The State also reserves the right to participate in "Opportunity Buys" that become available for otherwise contracted items when it is in the best interest of the State of Nebraska. Contracted vendors may also offer "Opportunity Buys" to the State facilities as such products become available.

The State considers an "Opportunity Buy" to be items that may be overruns, close to expiration date, discontinued or other product variances that will offer the State substantial discounts beyond contracted pricing. Each using facility or agency may have specific criteria for their approval of such purchases and evaluates such products on a case by case basis. Such purchases will not be considered part of the contract(s) established from this solicitation and must be invoiced separately from contract purchases.

**QUALITY STANDARDS & USDA REQUIREMENTS**

Product quality must meet specifications and be consistent for the term of the contract. A guarantee of satisfactory performance by the supplier and meeting delivery dates are considered to be an integral part of the purchase contract resulting from this bid invitation. All materials must be of first quality, under standard production by the manufacturer and be of standard design, complete as regularly advertised and marketed and be of proven performance. Products are to be fully guaranteed and may be returned for full credit or replacement (at the State's option) for any reason during (i.e., product expiration date) with no additional charges for shipping or restocking.

Products delivered shall not be past expiration date, at a minimum, and in wholesome condition.

Below are links to the USDA requirements for Grocery, Frozen, Bread/Bakery, Milk/Dairy Products and Fresh Eggs.

<http://www.usda.gov/wps/portal/usda/usdahome>

<http://www.ams.usda.gov/AMSV1.0/standards>

**INSPECTION OF GOODS**

If a simple inspection of the goods would reveal nonconformity, notice of nonconformity should be provided

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to the vendor as soon as reasonably practical, but not to exceed thirty (30) days from receipt of goods. This includes visual inspection of product to ensure packaging is not damaged, dented or compromised.

**PACKAGING**

See attached specifications for specific food category packaging requirements.

**WAREHOUSE INSPECTION**

Vendor's warehouse(s) are subject to inspection as required by federal and/or state regulatory entities. Awarded vendors will maintain documentation of any such inspections, corrective plan of action, if warranted, and shall provide copies of such reports and/or documentation to State Purchasing Bureau upon request.

**ANNUAL USAGE – CORE LISTS**

Annual usage figures provided are estimates and are not to be construed as either a minimum or maximum purchase quantity. The orders shall be for the actual quantities of each item ordered by or for any agency during the life of the contract. **Vendor shall not impose minimum order requirements.**

**GENERAL SECURITY CONCERNS/SITE RULES and REGULATIONS**

Vendor's delivery personnel will abide in general by all using agency and facility delivery location requirements, including driver and/or delivery personnel carrying proper identification upon their person. Delivery personnel shall comply with all NDCS and DHHS rules and regulations related to delivery security.

Contraband shall not be introduced into any state facility; such items include but are not limited to firearms, ammunition, drugs, tobacco, alcohol, etc. Vehicles, drivers and other delivery personnel may be subject to search upon entering and exiting facility grounds.

**A. AGENCY SPECIFIC SECURITY REQUIREMENTS:**

**DEPARTMENT OF CORRECTIONAL SERVICES (NDCS) SECURITY and TOBACCO POLICY**

The Contractor and all Contractors' employees shall abide by security requirements of the Department of Correctional Services necessary for the safety, security, and good order of the facility in the performance of duties. These include, but are not limited to appropriate dress, conduct, and the confidentiality of inmates/personnel encountered during the performance of the Contract.

Contractor shall make his/her employees aware of the provisions §28-322.01 of the State of Nebraska Revised Statutes that states it shall be a felony for individuals working for or under contract to the Department of Correctional Services to engage in sexual contact or relations with an inmate or parolee within the State correctional system, and that no inmate nor parolee is legally capable of giving consent to any such relationship.

Contractor's personnel shall be subject to departmental security checks prior to their arrival on site, and will carry proper identification with them at all times while on facility grounds.

Contractor shall inform his/her personnel of the Nebraska Department of Correctional Services Tobacco Policy, which states that tobacco and tobacco-related products are contraband and must not be carried into any NDCS-owned or controlled property. Such products must remain in Contractor's locked vehicle while on NDCS-owned or controlled property.

Contractor's personnel shall be aware that they, their vehicles and items being delivered may be subject to searches upon entering and leaving each facility. Cell phones, pagers and any other item

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as dictated by the safety, security and good order of the facility will be left with the officer processing the vehicle and will not be allowed into secure institutions. Contractor's personnel should be aware that these checks upon entry and exit can take time, depending upon availability of NDCS staff to provide such checks.

The Department of Correctional Services may require the successful completion of a background check on all employees at any facility maintained by the Department of Correctional Services.

**B. AGENCY SPECIFIC SECURITY REQUIREMENTS:  
DEPARTMENT OF HEALTH AND HUMAN SERVICES**

Contractors are prohibited from using or distributing tobacco materials anywhere on DHHS facility campuses/grounds. This No-Tobacco Policy applies seven (7) days a week, 24 hours a day. Tobacco materials may include, but are not limited to, cigarettes, pipes, pipe tobacco, tobacco substitutes, electronic cigarettes, chewing tobacco, cigars, matches, clove cigarettes, cigarette lighters, and other smoking and tobacco-related paraphernalia.

**DELIVERY SCHEDULES –TYPICAL BY AGENCY**

See attached specifications for each food category.

**LIST OF FACILITY/LOCATIONS & SCHEDULE (OPEN TIMES) may be found attached to the end of this document.**

**STANDARD DELIVERY**

Standard delivery is expected within 24-48 hours of order placement by using facility.

**WILL CALL/ PICK-UP**

Contractor will allow for the possible need for a State Facility to pick up goods at the Contractor's place of business, in the event of an emergency situation or other unique need. This shall not be a standard business practice.

**EMERGENCY ORDERS**

The State reserves the right, through the State Purchasing Bureau, to purchase items from other sources as necessary when the vendor cannot perform or for emergency needs.

**DELIVERY ~ ALL DELIVERIES STATEWIDE**

Delivery personnel will be required to deliver and off load all products to a specified area on the inside of the designated facility or dock. It will be the Contractor's responsibility to provide any equipment needed to complete the delivery process. Contractor's delivery personnel must wait for the order to be received, invoice(s) / packing slip(s) verified and signed with discrepancies (shortages, longs, damage, etc.) documented on the delivery invoice. Deliveries must be clearly marked with the purchase order number.

At the time of delivery, a designated State of Nebraska employee will sign the "invoice/packing slip." This signature will only indicate that the order has been received and that the items actually delivered agree with the delivery invoice. This signature does not indicate all items were received in good condition and/or that there is not possible hidden damage.

Each using state facility has its own internal processes for receiving and handling product deliveries. Contractor(s) should expect slight variances in procedures between facilities within agencies and between

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agencies.

**See Attached General Delivery Instructions Specifications for each Food Category**

**ORDERS**

Orders will be placed either by, phone, fax, e-mail or Internet. All orders must reference a purchase order number and the purchase order number must be referenced on the packing slip, and invoice. Invoices are to be sent to the "Invoice to" address on the purchase order. Internet ordering capability preferred. **Vendor shall not impose minimum order requirements.**

**ON-LINE ORDERING OPTION**

Contractor should be able to provide on-line ordering capabilities, at no additional cost to the State, along with other standard means of ordering as listed above. All items covered by the contract and viewed on the Internet must show State pricing.

**ORDER CONFIRMATION**

Line detail order confirmation will be sent via e-mail to the user placing the order and if needed, any additional e-mail addresses linked to the user account. It will also confirm stock of items ordered, and note those items that will not be fulfilled.

**PAYMENT**

Payment will be made in conjunction with the State of Nebraska Prompt Payment Act §81-2401 through 2408. Payment shall be within 45 days of receipt of service or invoice, whichever is received later. Payment will be made by the responsible agency in compliance with the State of Nebraska Prompt Payment Act (See Neb. Rev. Stat. §81-2401 through 81-2408). The State may require the contractor to accept payment by electronic means such as ACH deposit. In no event shall the State be responsible or liable to pay for any services provided by the contractor prior to the Effective Date, and the contractor hereby waives any claim or cause of action for any such services.

**POLITICAL SUB-DIVISIONS**

Contract supplier or suppliers may honor pricing and extend the contract to political sub-divisions, cities and counties. Terms and conditions of the contract must be met by political sub-divisions, cities and counties. Please note that political subdivisions may have specific delivery locations and/or General Security Concerns/Site Rules.

**SAMPLE(S)**

After award, facilities may from time to time, request a sample of product in order to ascertain whether it would be a useful inclusion to the facility dietary offerings. New product offerings may be provided by the contractor.

**REFERENCES**

The State reserves the right to check any reference(s), regardless of the source of the reference information, including but not limited to, those that may be identified by the company in the bid, those indicated through the explicitly specified contacts, those that are identified during the review of the bid, or those that result from communication with other entities involved with similar projects.

The State may use a third party to obtain reference checks. Bidding vendors are expected to comply with any third party reference check process used by the State.

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**Comments Due By Close of Business August 5, 2015**

List the name, addresses, and the telephone numbers of three companies/businesses that we may contact who are currently using the same equipment being bid for the same application.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**CUSTOMER SERVICE**

The vendor shall list the name and phone number of the customer service representative who will be assigned to service the State of Nebraska's account:

Customer Service Representative: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

The State reserves the right to effect/request a change in the account representative assigned to this account if his/her performance is deemed consistently unsatisfactory.

**OTHER or OPTIONAL SERVICES**

Submit with bid response a detailed statement with respect to bidder's Customer Service Philosophy.

Submit with bid response a detailed explanation of bidder's Quality Assurance Measures.

Submit with bid response Additional Services that can be provided which can be found in the attached specifications pages. – See Optional Services.

Notice of Trade Shows to using agencies and State Purchasing Bureau.

Additional Services may be used as a factor in award consideration.

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ADDRESS AND RECEIVING HOURS FOR NEBRASKA DEPARTMENT OF CORRECTIONS FACILITIES

Facility Letter	Facility Address & Telephone Number	Phone/Fax Number	Delivery Hours	Food Service Director	Special Instructions
A	<b>DCS Central Warehouse</b> 1001 Pioneers Blvd Lincoln, NE 68502	Phone: 402-479-3010 Fax: 402-479-3248	Monday - Friday 8:00 AM-2:00 PM		
B	<b>Tecumseh State Correctional Institution</b> 2725 North Highway 50 Tecumseh, NE 68450  P.O. Box 900 Tecumseh, NE 68450	Phone: 402-335-5998 Fax: 402-335-5115	Monday-Friday 7:00 AM-3:00 PM	Teresa Kalin 402-335-5157	
F	<b>Diagnostic &amp; Evaluation Center</b> 3220 West Van Dorn St Lincoln, NE 68522  P.O. Box 22800 <u>Lincoln, NE 68542-2800</u>	Phone: 402-471-3330 Fax: 479-6396	Monday - Friday 7:00 AM -11:30 AM 12:00 PM - 3:00 PM	Janet Boyer 402-479-6215	All items delivered to Central Warehouse unless otherwise requested.
H	<b>Lincoln Correctional Center</b> 3216 West Van Dorn St. 68522  Lincoln, Ne 68522-9278  P.O. Box 22800 Lincoln, NE 68542-2800	Phone: 402-471-2861 Fax: 402-479-6100	Monday - Friday 7:00 AM -11:30 AM 12:00 PM - 3:00 PM	Janet Boyer 402-479-6215	All items delivered to Central Warehouse unless otherwise requested.  Loading dock doors at LCC will accommodate trucks meeting the following dimensions: 11'7" high, 37' deep and 9'7" wide.
I	<b>Cornhusker State Industries(Business Office)</b> 800 Pioneers Blvd. Lincoln, NE 68522	Phone: 402-471-1264 Fax: 402-471-1263			Full semi-loads requested before noon.
I	<b>Cornhusker State Industries (Warehouse)</b> 800 Pioneers Blvd. Lincoln, NE 68522	Phone: 402-471-1264 Fax: 402-471-1263	Monday - Friday 8:00 AM - 5:00 PM		Full semi-loads requested before noon.
J	<b>Nebraska State Penitentiary</b> 4201 S. 14th Street  Lincoln, NE 68502  P.O. Box 2500 Lincoln, NE 68542-2500	Phone: 402-471-3161 Fax: 402-471-4326	Monday - Friday 8AM-2PM accept deliveries thru  lunch	Shawn Shores 402-479-3319  Greg Burianek  402-479-3439	All items delivered to Central Warehouse unless otherwise noted.  Dairy delivered to the kitchens.
K	<b>Nebraska Correctional Youth Facility</b> 2610 N. 20th Street East  Omaha, NE 68110	Phone: 402-595-2000	Monday-Friday 8:00 AM - 11:00 AM 1:00 PM - 3:30 PM	Nicole Ramer 402-636-8660	
L	<b>Omaha Correctional Center</b> 2323 East Ave J  Omaha, NE 68110  P.O. Box 11099 Omaha, NE 68111-0099	Phone: 402-595-3963 Fax: 402-595-2227	Monday-Friday 7:30 AM -10:30 AM 12:00 AM -2:30 PM	Tim Dickey 402-522-7010	

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M	<b>Work Ethic Camp</b> 2309 N Hwy 83 McCook, NE 69001  P.O. Box 1150 McCook, NE 69001-1150	Phone: 308-345-8405 Fax: 308-345-8407	Monday - Friday 7:30 AM - 15:30 PM	Clarice Shields 308-345-8405 ext. 226	Trucks must be shut off or cab locked.
O	<b>Community Correctional Center - Omaha</b> 2320 E Avenue "J" Omaha, NE 68110	Phone: 402-595-2010 Fax: 402-595-2227	Monday - Friday 7:00 AM -4:00 PM	Jeryl Carey 402-522-7065	
P	<b>Residential Treatment Center - @ NSP</b> 4201 S. 14th Street Lincoln, NE 68502	Phone: 402-479-3397	Monday - Friday 7:00AM-11:30AM 12:00PM-3:00PM		All items delivered to Central Warehouse unless otherwise noted
Q	<b>DCS Pharmacy</b> 2620 West Van Dorn St. Lincoln, NE 68522	Pharm. Phone: 402-471-7805 & 7806 Medical Supply Phone: 402-471-7807 Fax: 402-471-7809	Monday - Friday 7:00AM-3:30PM		
R	<b>Nebraska Correctional Center for Women</b> 1107 Recharge Rd York, NE 68467-8003	Phone: 402-362-3317 Fax: 402-362-3892	Monday - Friday 7:30 AM - 3:00 PM	Joyce Plock 402-362-3317 ext. 252	Delivery Driver will be required to unload the shipment with minimal or no assist from facility staff.
T	<b>Central Office, Bldg #1 (Double "Y")</b> 801 W. Prospector Place, Bldg. #1 Lincoln, NE 68522	Phone: 402-471-2654	Monday - Friday 8:30-11:30 12:30-15:30		All items delivered to Central Warehouse unless otherwise noted.
W	<b>Community Correctional Center - Lincoln</b> 2720 West Van Dorn St. Lincoln, NE 68522  P.O. Box 2200 Lincoln, NE 68542-2200	Phone: 402-471-6271 Fax: 402-471-6268	Monday - Friday 5:00 AM - 3:00 PM	Belinda England 402-471-6263	
Z	<b>Federal Surplus</b> 2700 West Van Dorn St. Lincoln, NE 68522	Phone: 402-471-2677	Monday - Friday 8:00 AM-3:30PM		

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**HHS FACILITIES**  
**VENDOR RECEIVING HOURS AND LOCATIONS**  
**NO DELIVERIES WILL BE ACCEPTED ON STATE HOLIDAYS**

A.	Beatrice State Developmental Center 3000 E Lincoln Blvd Beatrice, NE 68310 Diana Knoop, Purchasing (402) 223-6816 Fax: 402-223-7546	Dock 1 Sheridan Ind Dock 2 Maintenance Dock 5 North Laundry Dock 5 South	7:30 a.m. – 3:30 p.m. 7:00 a.m. – 3:30 p.m. 6:30 a.m. – 12:00 p.m. 7:30 a.m. – 3:30 p.m.
B.	Norfolk Veterans' Home 600 E Benjamin Ave Norfolk, NE 68701 402-370-3330 Fax: 402-370-3190	Lori Burns, Bus. Mgr. 402-370-3178 Kate Renter, Supply Supervisor 402-370-3104	6:30 a.m. – 2:00 p.m. No deliveries accepted 12:00 pm-12:30 pm
C.	Grand Island Veterans' Home 2300 West Capital Ave. Burkett Station Grand Island, NE 68803 308-385-6252 Fax: 308-385-6257	Loading Dock WWII Bldg Lisa Sedlak, Food Svc Rod Halm, Commissary Sup.	8:00 a.m. – 12:30 p.m. 1:00 p.m. – 2:00 p.m.
D.	Hastings Regional Center W 2 St. PO Box 579 Hastings, NE 68901 Terry Blum, Supply Supervisor 402-462-1971 Fax: 402-460-3134	Bldg 3 Pharmacy Bldg 15 Food Supply Bld 7 Inst Supply Bldg 5 UPS	8:00 a.m. – 4:30 p.m. 8:00 a.m. – 3:30 p.m. 8:00 a.m. – 4:30 p.m. 8:00 a.m. – 4:30 p.m.
E.	Eastern Nebraska Veteran's Home 12505 South 40 <sup>th</sup> Street Bellevue, NE 68123 402-595-2180 Fax: 402-591-4943	David Moon, Bus. Mgr. (402) 591-4949 Rebecca McDaniel, Food Svc. 402-591-4911 Thomas Dudderar, Supply Svc. 402-591- 4897	8:30 a.m. – 11:00 a.m. 12:30 p.m. – 2:00 p.m.  All Deliveries should be sent to the attention of the Ordering Department or Supply Services if a department is not specified.
F.	Lincoln Regional Center 2705 Folsom St. Lincoln, NE 68522 402-471-4444	K Bldg (All Deliveries) Randy Willey, Administrator of Financial Management 402-479-5244 Anne Regelean, Food Svc 402-479-5445	5:00 a.m. – 12:00 p.m.
G.	Western Nebraska Veterans' Home 1102 W 42 St Scottsbluff, NE 69361 308-632-0300	Main Bldg Sandy Schuldies, Bus Mgr 308-632-0314 Marci Docekal, Food Svc 308-632-0327	8:00 a.m. – 5:00 p.m. No deliveries accepted: 12:00 p.m. – 1:30 p.m. Deliveries allowed on holidays for this facility.

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**Comments Due By Close of Business August 5, 2015**

**HHS FACILITIES**  
**VENDOR RECEIVING HOURS AND LOCATIONS**  
**NO DELIVERIES WILL BE ACCEPTED ON STATE HOLIDAYS**

H.	Norfolk Regional Center 1700 N Victory Rd Norfolk, NE 68701 Fax: 402-370-4229	Diane Charles, Food Service Supervisor 402-370-3358 Lori Rector, 402-370- 3206	6:30 a.m. – 2:00 p.m.  No deliveries between 12:00 p.m. and 12:30 p.m. No deliveries Saturday or Sunday
I.	Center For Children/Youth Lincoln Reg. Ctr., East Campus 5845 Huntington Ave. Lincoln, NE 68507 402-471-6969	Charles Wooldridge, Non Clinical Supervisor Kitchen 402-471-6912 Fax: 402-471-6948	8:00 a.m. – 4:30 p.m.
J.	Youth Rehab & Treatment Center Route 1, Box 23A Geneva, NE 68361 402-759-3164 Fax: 402-759-4804	Sandi Renken, Business Mgr. Jon Eisenhauer, Food Service, Mgr.	8:00 a.m. – 4:00 p.m. Monday-Friday
K.	Youth Rehab & Treatment Center 2802 30 <sup>th</sup> Avenue Kearney, NE 68845 308-865-5313 Fax: 308-865-5323	Rita Uldrich, Business Mgr. Lindsey Eads, Purchasing	8:00 a.m. – 4:00 p.m. Monday-Friday No Delivery 11:30 a.m. – 12:30 p.m.

# ITB DRAFT FOR COMMENT

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 Comments Due By Close of Business August 5, 2015

## Grocery Products Specifications and Bidder Instructions XXXX OF

### BIDDER INSTRUCTIONS

**Bidder must respond to each of the following statements.** Specifications listed are minimum conditions that must be met in order for a bidder to qualify for the award. A “YES” response means the bidder guarantees they can meet this condition. A “NO” response means the bidder cannot meet this condition and will not be considered. “NO & PROVIDE ALTERNATIVE” responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the bidder’s ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State of Nebraska shall determine at its sole discretion whether or not the vendor’s alternative is an acceptable alternative.

YES	NO	NO & PROVIDE ALTERNATIVE	1. CORE GROCERY PRODUCTS AND PRICING
			A. The Bidder shall provide a bid for each Grocery Products core item listed in <b>DHHS Attachment G</b> .
			B. The Bidder shall provide a bid for each Grocery Products core item listed in <b>NDCS Attachment A</b> .
			C. If not already specified, Bidder shall provide the supplier/manufacturer and brand. Core List pricing is to remain firm for the initial <b>180</b> days of the contract. Changes to the core product list pricing must be the same change as made available for all customers.
			D. The Contractor must inform the State Purchasing Bureau at least <b>30</b> days prior to requesting a change. The contractor must provide documentation explaining their adjustments in costs to manufacture produce or otherwise supply the products in order to adjust the charges for any Core product. See 1. Price within Terms and Conditions.
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	2. MATERIAL SPECIFICATIONS
			A. For those Core Grocery items identified as Grade A and/or Fancy per USDA, no lesser grade may be substituted.
			B. For those Core Grocery items NOT identified as Grade A and/or Fancy per USDA, Grade B is acceptable. No lesser grade may be substituted.
			C. For information on USDA grading for vegetables, see: <a href="http://www.ams.usda.gov/AMSV1.0/getfile?dDocName=STELDEV3103622">http://www.ams.usda.gov/AMSV1.0/getfile?dDocName=STELDEV3103622</a>
			D. For information on USDA grading for fruit, see: <a href="http://www.ams.usda.gov/AMSV1.0/getfile?dDocName=STELDEV3103621">http://www.ams.usda.gov/AMSV1.0/getfile?dDocName=STELDEV3103621</a>

## ITB DRAFT FOR COMMENT

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 Comments Due By Close of Business August 5, 2015

NOTES/COMMENTS:
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YES	NO	NO & PROVIDE ALTERNATIVE	3. ORDER CONFIRMATION PROCEDURES FOR GROCERY PRODUCTS DEPARTMENT OF CORRECTIONAL SERVICES
			A. A firm order for <b>Department of Correctional Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>72 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Contractor's Order Confirmation will confirm stock availability. Order Confirmation will identify those items that cannot be filled and offer a one-time alternative equivalent substitute at no additional charge.
			D. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within 24 hours of receiving notice.
			E. <i><b>All Catalog/non-core list items ordered or shipped will be invoiced separately.</b></i>

NOTES/COMMENTS:
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YES	NO	NO & PROVIDE ALTERNATIVE	4. ORDER CONFIRMATION PROCEDURES FOR GROCERY PRODUCTS DEPARTMENT OF HEALTH AND HUMAN SERVICES
			A. A firm order for <b>Department of Health and Human Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>48 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Contractor's Order Confirmation will confirm stock availability. Order Confirmation will identify those items that cannot be filled and offer a one-time alternative equivalent substitute at no additional charge.
			D. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within <b>24 hours</b> of receiving notice.

NOTES/COMMENTS:
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YES	NO	NO & PROVIDE	5. GROCERY PRODUCTS
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Comments Due By Close of Business August 5, 2015

		ALTERNATIVE	GENERAL DELIVERY INSTRUCTIONS
			A. Delivery service to each State facility shall be available at least twice weekly. Facility address and delivery contacts are on attached sheets.
			B. Contractor <b>must</b> segregate orders by <b>each ordering facility</b> on separate pallets and follow USDA/HACCP guidelines for each product category. This includes dry goods, refrigerated goods and frozen items. The intent is that each ordering facility's products are properly handled and segregated from every other ordering facility and/or customer.
			C. Contractor must ensure when loading the trucks that all appropriate temperatures and guidelines are adhered to and there is a barrier between frozen and dry goods to ensure the integrity of the frozen products. All USDA and HACCP guidelines will be adhered to. <a href="http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf">http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf</a>
			D. Delivery personnel may be required to deliver and off load all products to a specified area on the inside of the designated facility or dock. It is the Contractor's responsibility to provide equipment/personnel to complete the delivery process as needed. Note: Some state facilities may be able to assist in the off load process.
			E. Contractor is able to provide alternate delivery methods for facilities that cannot accommodate full size trucks.  If "YES", please list size(s) of alternate truck(s) and/or alternate delivery method:  _____
			F. <b>DHHS Facility Delivery Instructions:</b> Contractor's delivery personnel must wait for the order to be received, invoice(s) / packing slip(s) verified and signed with discrepancies (shortages, longs, damage, etc.) documented on the delivery invoice. This signature will only indicate that the order has been received and that the items actually delivered agree with the delivery invoice. This signature does not indicate all items were received in good condition and/or that there is not possible hidden damage.
			G. <b>NDCS Facility Delivery Instructions:</b> NDCS Central Warehouse receives all food orders placed for the Nebraska State Penitentiary (NSP) and the Lincoln Correctional Center (LCC).  The Tecumseh State Correctional Institution (TSCI) warehouse receives all food orders placed by that facility.  For Central Warehouse and Tecumseh deliveries, warehouse staff will acknowledge receipt of orders delivered by stamping the invoice "Receipt Acknowledged – Quantities To Be Verified." Within 72 hours of delivery the product will be shipped to the facility which placed the order and Food Service staff will verify quantities and report any discrepancies to the Contractor.

## ITB DRAFT FOR COMMENT

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			<p>For the Work Ethic Camp (WEC), McCook, warehouse staff will acknowledge receipt of orders delivered by stamping the invoice "Receipt Acknowledged – Quantities To Be Verified." WEC Food Service staff will verify quantities and report any discrepancies to the Contractor.</p> <p>The delivery instructions for all other NDCS facilities are the same as listed in "F" above.</p>
			H. If damage is detected prior to delivery being complete, the product will be returned and a credit memo will be issued by the delivery personnel or acknowledged in writing on the delivery ticket/invoice for credit issuance.
			I. If damage is detected after delivery is complete, the facility will contact the vendor with a list of the damaged items/circumstances of damage as soon as detected.
			J. Deliveries must be clearly marked with the invoice/purchase order number.
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	6. CATALOG GROCERY PRODUCTS AND PRICING
			A. The Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional Grocery items available from the vendor, but not listed as part of the Grocery Core List, <b>DHHS Attachment G</b> .
			B. The Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional Grocery items available from the vendor, but not listed as part of the Grocery Core List, <b>NDCS Attachment A</b> .
			C. Prices for Catalog items shall be determined by applying the quoted discount for the item to the supplier/manufacturer's current catalog or price list. The percentage discount for the items shall remain firm for the duration of the contract period. The Bidder shall provide percent discount on <b>NDCS Attachment F</b> and <b>DHHS Attachment L</b> .
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	7. SECRETARY OF STATE REGISTRATION REQUIREMENTS
			<p>*Prior to contract award and/or upon request of SPB, potential award recipient(s) will be asked to certify compliance with Nebraska Secretary of State Registration by providing a true and exact copy of current (dated within 90 days) valid Certificate of Good Standing or Letter of Good Standing.</p>
			A. Bidder is a SOLE PROPRIETORSHIP (in which case, no

## ITB DRAFT FOR COMMENT

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Comments Due By Close of Business August 5, 2015

			<p>Letter of Good Standing/Certificate of Good Standing is required)</p> <p>If the Bidder is an Individual or Sole Proprietorship, the following applies:</p> <ol style="list-style-type: none"> <li>1. The Bidder must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at <a href="http://das.nebraska.gov/materiel/purchasing.html">http://das.nebraska.gov/materiel/purchasing.html</a></li> </ol> <p>The completed United States Attestation Form should be submitted with the Invitation to Bid response.</p> <ol style="list-style-type: none"> <li>2. If the Bidder indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the US Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.</li> <li>3. The Bidder understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. §4-108.</li> </ol>
			B. Bidder is a GENERAL PARTNERSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required)
			C. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>is provided</b> within bid submission documents.
			D. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>will be provided</b> in a timely manner upon request prior to award.
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	8. BID COMPLIANCE
			A. Specifications have been fully read and fully understood. Any exceptions have been written on the bid or attached.
NOTES/COMMENTS:			

**End of Grocery Specifications**

# ITB DRAFT FOR COMMENT

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 Comments Due By Close of Business August 5, 2015

## Frozen Products Specifications and Bidder Instructions XXXX OF

### BIDDER INSTRUCTIONS

**Bidder must respond to each of the following statements.** Specifications listed are minimum conditions that must be met in order for a bidder to qualify for the award. A “YES” response means the bidder guarantees they can meet this condition. A “NO” response means the bidder cannot meet this condition and will not be considered. “NO & PROVIDE ALTERNATIVE” responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the bidder’s ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State of Nebraska shall determine at its sole discretion whether or not the vendor’s alternative is an acceptable alternative.

YES	NO	NO & PROVIDE ALTERNATIVE	1. CORE FROZEN PRODUCTS AND PRICING
			A. The Bidder shall provide a bid for each Frozen Products core item listed in <b>DHHS Attachment H</b> .
			B. The Bidder shall provide a bid for each Frozen Products core item listed in <b>NDCS Attachment B</b> .
			C. If not already specified, bidder shall provide the supplier/manufacturer and brand. Core List pricing is to remain firm for the initial <b>180</b> days of the contract. Changes to the core product list pricing must be the same change as made available for all customers.
			D. The Contractor must inform the State Purchasing Bureau at least <b>30</b> days prior to requesting a change. The contractor must provide documentation explaining their adjustments in costs to manufacture, produce or otherwise supply the products in order to adjust the charges for any Core product. See 1. Price within Terms and Conditions.
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	2. ORDER CONFIRMATION PROCEDURES FOR FROZEN PRODUCTS DEPARTMENT OF CORRECTIONAL SERVICES
			A. A firm order for <b>Department of Correctional Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>72 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.

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			C. Contractor's Order Confirmation will confirm stock availability. Order Confirmation will identify those items that cannot be filled and offer a one-time alternative equivalent substitute at no additional charge.
			D. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within 24 hours of receiving notice.
			E. <b><i>All Catalog/non-core list items ordered or shipped will be invoiced separately.</i></b>
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	3. ORDER CONFIRMATION PROCEDURES FOR FROZEN PRODUCTS DEPARTMENT OF HEALTH AND HUMAN SERVICES
			A. A firm order for <b>Department of Health and Human Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>48 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Contractor's Order Confirmation will confirm stock availability. Order Confirmation will identify those items that cannot be filled and offer a one-time alternative equivalent substitute at no additional charge.
			D. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within <b>24 hours</b> of receiving notice.
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	4. FROZEN PRODUCTS GENERAL DELIVERY INSTRUCTIONS
			A. Delivery service to each State facility shall be available at least twice weekly. Facility address and delivery contacts are on attached sheets.
			B. Contractor <b>must</b> segregate orders by each ordering facility on separate pallets and follow USDA/HACCP guidelines for each product category. This includes dry goods, refrigerated goods and frozen items. The intent is that each ordering facility's products are properly handled and segregated from every other ordering facility and/or customer.
			C. Contractor must ensure when loading the trucks that all appropriate temperatures and guidelines are adhered to and there is a barrier between frozen and dry goods to ensure the integrity of the frozen products. All USDA and HACCP guidelines will be adhered to. <a href="http://www.fsis.usda.gov/shared/PDF/Transportation_Security">http://www.fsis.usda.gov/shared/PDF/Transportation_Security</a>

## ITB DRAFT FOR COMMENT

Submit Comments to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov)  
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			<a href="#">Guidelines.pdf</a>
			<p>D. Delivery personnel will be required to deliver and off load all products to a specified area on the inside of the designated facility or dock. It will be the Contractor's responsibility to provide any equipment needed to complete the delivery process if not provided at the facility. Note: Some state facilities may be able to assist in the off load process.</p>
			<p>E. Contractor is able to provide alternate delivery methods for facilities that cannot accommodate full size trucks.</p> <p>If "YES", please list size(s) of alternate truck(s) and/or alternate delivery method:</p> <p>_____</p>
			<p>F. <b>DHHS Facility Delivery Instructions:</b> Contractor's delivery personnel must wait for the order to be received, invoice(s) / packing slip(s) verified and signed with discrepancies (shortages, longs, damage, etc.) documented on the delivery invoice. This signature will only indicate that the order has been received and that the items actually delivered agree with the delivery invoice. This signature does not indicate all items were received in good condition and/or that there is not possible hidden damage.</p>
			<p>G. <b>NDCS Facility Delivery Instructions:</b>          NDCS Central Warehouse receives all food orders placed for the Nebraska State Penitentiary (NSP) and the Lincoln Correctional Center (LCC).</p> <p>The Tecumseh State Correctional Institution (TSCI) warehouse receives all food orders placed by that facility.</p> <p>For Central Warehouse and Tecumseh deliveries, warehouse staff will acknowledge receipt of orders delivered by stamping the invoice "Receipt Acknowledged – Quantities To Be Verified." Within 72 hours of delivery the product will be shipped to the facility which placed the order and Food Service staff will verify quantities and report any discrepancies to the Contractor.</p> <p>For the Work Ethic Camp (WEC), McCook, warehouse staff will acknowledge receipt of orders delivered by stamping the invoice "Receipt Acknowledged – Quantities To Be Verified." WEC Food Service staff will verify quantities and report any discrepancies to the Contractor.</p> <p>The delivery instructions for all other NDCS facilities are the same as listed in "F" above.</p>
			<p>H. If damage is detected prior to delivery being complete, the product will be returned and a credit memo will be issued by the delivery personnel or acknowledged in writing on the delivery ticket/invoice for credit issuance.</p>
			<p>I. If damage is detected after delivery is complete, the facility will contact the vendor with a list of the damaged</p>

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			items/circumstances of damage as soon as detected.
			J. Deliveries must be clearly marked with the invoice/purchase order number.
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	5. CATALOG FROZEN PRODUCTS AND PRICING
			A. The Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional Frozen items available from the vendor, but not listed as part of the Frozen Core List, <b>DHHS Attachment H.</b>
			B. The Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional Frozen items available from the vendor, but not listed as part of the Frozen Core List, <b>NDCS Attachment B.</b>
			C. Prices for Catalog items shall be determined by applying the quoted discount for the item to the supplier/manufacturer's current catalog or price list. The percentage discount for the items shall remain firm for the duration of the contract period. The Bidder shall provide percent discount on <b>NDCS Attachment F</b> and <b>DHHS Attachment L.</b>
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	6. SECRETARY OF STATE REGISTRATION REQUIREMENTS
			*Prior to contract award and/or upon request of SPB, potential award recipient(s) will be asked to certify compliance with Nebraska Secretary of State Registration by providing a true and exact copy of current (dated within 90 days) valid Certificate of Good Standing or Letter of Good Standing.
			A. Bidder is a SOLE PROPRIETORSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required) If the Bidder is an Individual or Sole Proprietorship, the following applies: <ol style="list-style-type: none"> <li>1. The Bidder must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at <a href="http://das.nebraska.gov/materiel/purchasing.html">http://das.nebraska.gov/materiel/purchasing.html</a></li> </ol> The completed United States Attestation Form should be submitted with the Invitation to Bid response.

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			<p>2. If the Bidder indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the US Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.</p> <p>3. The Bidder understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. §4-108.</p>
			B. Bidder is a GENERAL PARTNERSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required)
			C. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>is provided</b> within bid submission documents.
			D. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>will be provided</b> in a timely manner upon request prior to award.
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	7. BID COMPLIANCE
			A. Specifications have been fully read and fully understood. Any exceptions have been written on the bid or attached.
NOTES/COMMENTS:			

## End of Frozen Products Specifications

# ITB DRAFT FOR COMMENT

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 Comments Due By Close of Business August 5, 2015

## Bread and Bakery Products Specifications and Bidder Instructions XXXX OF

### BIDDER INSTRUCTIONS

**Bidder must respond to each of the following statements.** Specifications listed are minimum conditions that must be met in order for a bidder to qualify for the award. A “YES” response means the bidder guarantees they can meet this condition. A “NO” response means the bidder cannot meet this condition and will not be considered. “NO & PROVIDE ALTERNATIVE” responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the bidder’s ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State of Nebraska shall determine at its sole discretion whether or not the vendor’s alternative is an acceptable alternative.

YES	NO	NO & PROVIDE ALTERNATIVE	1. CORE BREAD & BAKERY PRODUCTS AND PRICING
			A. The Bidder shall provide a bid for each Bread and Bakery core item listed in <b>DHHS Attachment I</b> .
			B. The Bidder shall provide a bid for each Bread and Bakery core item listed in <b>NDCS Attachment C</b> .
			C. If not already specified, Bidder shall provide the supplier/manufacturer and brand. Core List pricing is to remain firm for the initial <b>180</b> days of the contract. Changes to the core product list pricing must be the same change as made available for all customers.
			D. The Contractor must inform the State Purchasing Bureau at least <b>30</b> days prior to requesting a change. The contractor must provide documentation explaining their adjustments in costs to manufacture produce or otherwise supply the products in order to adjust the charges for any Core product. See 1. Price within Terms and Conditions.

**NOTES/COMMENTS:**

YES	NO	NO & PROVIDE ALTERNATIVE	2. ORDER CONFIRMATION PROCEDURES FOR BREAD & BAKERY PRODUCTS DEPARTMENT OF CORRECTIONAL SERVICES
			A. A firm order for <b>Department of Correctional Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>24 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Contractor’s Order Confirmation will confirm stock availability. Order Confirmation will identify those items that cannot be filled and offer a one-time alternative equivalent substitute at no additional charge.

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			D. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within 24 hours of receiving notice.
			E. <b>All Catalog/non-core list items ordered or shipped will be invoiced separately.</b>
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	3. ORDER CONFIRMATION PROCEDURES FOR BREAD AND BAKERY PRODUCTS DEPARTMENT OF HEALTH AND HUMAN SERVICES
			A. A firm order for <b>Department of Health and Human Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>24 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Contractor's Order Confirmation will confirm stock availability. Order Confirmation will identify those items that cannot be filled and offer a one-time alternative equivalent substitute at no additional charge.
			D. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within <b>24 hours</b> of receiving notice.
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	4. BREAD & BAKERY PRODUCTS GENERAL DELIVERY INSTRUCTIONS
			A. Delivery service to each state facility shall be available a minimum of three (3) times per week or as requested. Facility address and delivery contacts are on attached sheets.
			B. On occasion, 24 hour facilities may request Saturday deliveries. Contractor shall make every effort to accommodate these requests.
			C. All bread and bakery products shall have an expiration/use by date. Delivery trucks and carriers must meet Sanitary Food Act regulations for overall sanitation. Delivery shall be pre-ordered by each facility.
			D. Bread is to be delivered in stackable racks, which are sanitary, non-ferrous and non-corrosive. Racks shall have the capability of being stored in a relatively small area. Bread dollies must be provided when requested.
			E. Delivery personnel will be required to deliver and off load all products to a specified area on the inside of the designated facility or dock. It will be the Contractor's responsibility to

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			provide any equipment needed to complete the delivery process if not provided at the facility. Note: Some state facilities may be able to assist in the off load process.
			F. Contractor is able to provide alternate delivery methods for facilities that cannot accommodate full size trucks. If "YES", please list size(s) of alternate truck(s) and/or alternate delivery method: _____
			G. <b>DHHS Facility Delivery Instructions:</b> Contractor's delivery personnel must wait for the order to be received, invoice(s) / packing slip(s) verified and signed with discrepancies (shortages, longs, damage, etc.) documented on the delivery invoice. This signature will only indicate that the order has been received and that the items actually delivered agree with the delivery invoice. This signature does not indicate all items were received in good condition and/or that there is not possible hidden damage.
			H. <b>NDCS Facility Delivery Instructions:</b> NDCS Central Warehouse receives all food orders placed for the Nebraska State Penitentiary (NSP) and the Lincoln Correctional Center (LCC).  The Tecumseh State Correctional Institution (TSCI) warehouse receives all food orders placed by that facility.  For Central Warehouse and Tecumseh deliveries, warehouse staff will acknowledge receipt of orders delivered by stamping the invoice "Receipt Acknowledged – Quantities To Be Verified." Within 72 hours of delivery the product will be shipped to the facility which placed the order and Food Service staff will verify quantities and report any discrepancies to the Contractor.  For the Work Ethic Camp (WEC), McCook, warehouse staff will acknowledge receipt of orders delivered by stamping the invoice "Receipt Acknowledged – Quantities To Be Verified." WEC Food Service staff will verify quantities and report any discrepancies to the Contractor.  The delivery instructions for all other NDCS facilities are the same as listed in "G" above.
			I. If damage is detected prior to delivery being complete, the product will be returned and a credit memo will be issued by the delivery personnel.
			J. If damage is detected after delivery is complete, the facility will contact the vendor with a list of the damaged items/circumstances of damage as soon as detected.
			K. Deliveries must be clearly marked with the invoice/purchase order number.

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NOTES/COMMENTS:
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YES	NO	NO & PROVIDE ALTERNATIVE	5. CATALOG BREAD & BAKERY PRODUCTS AND PRICING
			A. The Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional Bread and Bakery items available from the vendor, but not listed as part of the Bread and Bakery Core List, <b>DHHS Attachment I.</b>
			B. The Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional Bread and Bakery items available from the vendor, but not listed as part of the Bread and Bakery Core List, <b>NDCS Attachment C.</b>
			C. Prices for Catalog items shall be determined by applying the quoted discount for the item to the supplier/manufacturer's current catalog or price list. The percentage discount for the items shall remain firm for the duration of the contract period. The Bidder shall provide percent discount on <b>NDCS Attachment F</b> and <b>DHHS Attachment L.</b>

NOTES/COMMENTS:
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YES	NO	NO & PROVIDE ALTERNATIVE	6. SECRETARY OF STATE REGISTRATION REQUIREMENTS
			<p>*Prior to contract award and/or upon request of SPB, potential award recipient(s) will be asked to certify compliance with Nebraska Secretary of State Registration by providing a true and exact copy of current (dated within 90 days) valid Certificate of Good Standing or Letter of Good Standing.</p> <p>A. Bidder is a SOLE PROPRIETORSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required)</p> <p>If the Bidder is an Individual or Sole Proprietorship, the following applies:</p> <ol style="list-style-type: none"> <li>1. The Bidder must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at <a href="http://das.nebraska.gov/materiel/purchasing.html">http://das.nebraska.gov/materiel/purchasing.html</a></li> </ol> <p>The completed United States Attestation Form should be submitted with the Invitation to Bid response.</p> <ol style="list-style-type: none"> <li>i. If the Bidder indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the US Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.</li> </ol>

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			ii. The Bidder understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. §4-108.
			B. Bidder is a GENERAL PARTNERSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required)
			C. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>is provided</b> within bid submission documents.
			D. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>will be provided</b> in a timely manner upon request prior to award.
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	7. BID COMPLIANCE
			A. Specifications have been fully read and fully understood. Any exceptions have been written on the bid or attached.
<b>NOTES/COMMENTS:</b>			

## End of Bread and Bakery Product Specifications

# ITB DRAFT FOR COMMENT

Submit Comments to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov)  
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## Milk/Dairy Products Specifications and Bidder Instructions XXXX OF

### BIDDER INSTRUCTIONS

**Bidder must respond to each of the following statements.** Specifications listed are minimum conditions that must be met in order for a bidder to qualify for the award. A “YES” response means the bidder guarantees they can meet this condition. A “NO” response means the bidder cannot meet this condition and will not be considered. “NO & PROVIDE ALTERNATIVE” responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the bidder’s ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State of Nebraska shall determine at its sole discretion whether or not the vendor’s alternative is an acceptable alternative.

YES	NO	NO & PROVIDE ALTERNATIVE	1. CORE MILK/DAIRY PRODUCTS AND PRICING
			A. The Bidder shall provide a bid for each Dairy core item listed in <b>DHHS Attachment J.</b>
			B. The Bidder shall provide a bid for each Dairy core item listed in <b>NDCS Attachment D.</b>
			C. If not already specified, Bidder shall provide the supplier/manufacturer and brand. Core List pricing is to remain firm for the initial <b>180</b> days of the contract. Changes to the core product list pricing must be the same change as made available for all customers.
			D. The Contractor must inform the State Purchasing Bureau at least <b>30</b> days prior to requesting a change. The contractor must provide documentation explaining their adjustments in costs to manufacture, produce or otherwise supply the products in order to adjust the charges for any Core product. See 1. Price within Terms and Conditions.

**NOTES/COMMENTS:**

YES	NO	NO & PROVIDE ALTERNATIVE	2. GRADING SPECIFICATIONS
			A. For information on USDA grading for dairy, see: <a href="http://www.ams.usda.gov/AMSV1.0/getfile?dDocName=STELDEV3103624">http://www.ams.usda.gov/AMSV1.0/getfile?dDocName=STELDEV3103624</a>

**NOTES/COMMENTS:**

YES	NO	NO & PROVIDE ALTERNATIVE	3. MILK/DAIRY PACKAGING NEEDS - GENERAL
			A. Bidder can provide cardboard containers and plastic containers for milk per request of facility.

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			<p>B. For half-pint individual servings, Bidders should be able to provide either cardboard containers or plastic containers. Illustrations are representative only:</p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div>
			<p>C. Bidder can provide 5 Gallon Bladders for dispensing machines.</p>
			<p>D. Bidder can provide 1 Gallon containers and Half Gallon containers</p>
<p><b>NOTES/COMMENTS:</b></p>			

YES	NO	NO & PROVIDE ALTERNATIVE	4. ORDER CONFIRMATION PROCEDURES FOR MILK/DAIRY PRODUCTS DEPARTMENT OF CORRECTIONAL SERVICES
			A. A firm order for <b>Department of Correctional Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>72 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Contractor's Order Confirmation will confirm stock availability. Order Confirmation will identify those items that cannot be filled and offer a one-time alternative equivalent substitute at no additional charge.
			D. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within 24 hours of receiving notice.
			E. <i>All Catalog/non-core list items ordered or shipped will be invoiced separately.</i>
<p><b>NOTES/COMMENTS:</b></p>			

YES	NO	NO & PROVIDE ALTERNATIVE	5. ORDER CONFIRMATION PROCEDURES FOR MILK/DAIRY PRODUCTS DEPARTMENT OF HEALTH AND HUMAN SERVICES
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			A. A firm order for <b>Department of Health and Human Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>48 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Contractor's Order Confirmation will confirm stock availability. Order Confirmation will identify those items that cannot be filled and offer a one-time alternative equivalent substitute at no additional charge.
			D. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within <b>24 hours</b> of receiving notice.
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	6. MILK/DAIRY PRODUCTS GENERAL DELIVERY INSTRUCTIONS
			A. Delivery service to each State facility shall be available at least three times weekly. Facility address and delivery contacts are on attached sheets.
			B. Contractor <b>must</b> segregate orders by each ordering facility on separate pallets and follow USDA/HACCP guidelines for each product category. This includes dry goods, refrigerated goods and frozen items. The intent is that each ordering facility's products are properly handled and segregated from every other ordering facility and/or customer.
			C. All delivered product will be clean and free of debris no matter the size or type of container.
			D. Contractor must ensure when loading the trucks that all appropriate temperatures and guidelines are adhered to and there is a barrier between frozen and dry goods to ensure the integrity of the frozen products. All USDA and HACCP guidelines will be adhered to. <a href="http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf">http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf</a>
			E. Delivery personnel will be required to deliver and off load all products to a specified area on the inside of the designated facility or dock. It will be the Vendor's responsibility to provide any equipment needed to complete the delivery process if not provided at the facility. Note: Some state facilities may be able to assist in the off load process.
			F. Contractor is able to provide alternate delivery methods for facilities that cannot accommodate full size trucks.  If "YES", please list size(s) of alternate truck(s) and/or alternate delivery method: _____

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			<p><b>G. DHHS Facility Delivery Instructions:</b> Contractor’s delivery personnel must wait for the order to be received, invoice(s) / packing slip(s) verified and signed with discrepancies (shortages, longs, damage, etc.) documented on the delivery invoice. This signature will only indicate that the order has been received and that the items actually delivered agree with the delivery invoice. This signature does not indicate all items were received in good condition and/or that there is not possible hidden damage.</p>
			<p><b>H. NDCS Facility Delivery Instructions:</b> NDCS Central Warehouse receives all food orders placed for the Nebraska State Penitentiary (NSP) and the Lincoln Correctional Center (LCC).</p> <p>The Tecumseh State Correctional Institution (TSCI) warehouse receives all food orders placed by that facility.</p> <p>For Central Warehouse and Tecumseh deliveries, warehouse staff will acknowledge receipt of orders delivered by stamping the invoice “Receipt Acknowledged – Quantities To Be Verified.” Within 72 hours of delivery the product will be shipped to the facility which placed the order and Food Service staff will verify quantities and report any discrepancies to the Contractor.</p> <p>For the Work Ethic Camp (WEC), McCook, warehouse staff will acknowledge receipt of orders delivered by stamping the invoice “Receipt Acknowledged – Quantities To Be Verified.” WEC Food Service staff will verify quantities and report any discrepancies to the Contractor.</p> <p>The delivery instructions for all other NDCS facilities are the same as listed in “G” above.</p>
			<p>I. If damage is detected prior to delivery being complete, the product will be returned and a credit memo will be issued by the delivery personnel.</p>
			<p>J. If damage is detected after delivery is complete, the facility will contact the vendor with a list of the damaged items/circumstances of damage as soon as detected.</p>
			<p>K. Deliveries must be clearly marked with the invoice/purchase order number.</p>
<p><b>NOTES/COMMENTS:</b></p>			

YES	NO	NO & PROVIDE ALTERNATIVE	7. CATALOG MILK/DAIRY PRODUCTS AND PRICING
			<p>A. The Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional Milk/Dairy items available from the vendor, but not listed as part of the Milk/Dairy Core List, <b>DHHS Attachment J</b>.</p>

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			B. Bidder will ensure that Milk/Dairy Catalog categories include Ice Cream and Related Products, Including Soft Serve Mix Options for DHHS and NDCS.
			C. The Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional Milk/Dairy items available from the vendor, but not listed as part of the Milk/Dairy Core List, <b>NDCS Attachment D.</b>
			D. Prices for Catalog items shall be determined by applying the quoted discount for the item to the supplier/manufacturer's current catalog or price list. The percentage discount for the items shall remain firm for the duration of the contract period. The Bidder shall provide percent discount on <b>NDCS Attachment F</b> and <b>DHHS Attachment L.</b>
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	<b>8. SECRETARY OF STATE REGISTRATION REQUIREMENTS</b> *Prior to contract award and/or upon request of SPB, potential award recipient(s) will be asked to certify compliance with Nebraska Secretary of State Registration by providing a true and exact copy of current (dated within 90 days) valid Certificate of Good Standing or Letter of Good Standing.
			A. Bidder is a SOLE PROPRIETORSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required)  If the Bidder is an Individual or Sole Proprietorship, the following applies:  1. The Bidder must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at <a href="http://das.nebraska.gov/materiel/purchasing.html">http://das.nebraska.gov/materiel/purchasing.html</a>  The completed United States Attestation Form should be submitted with the Invitation to Bid response.  iii. If the Bidder indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the US Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.  iv. The Bidder understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. §4-108.
			B. Bidder is a GENERAL PARTNERSHIP (in which case, no

## ITB DRAFT FOR COMMENT

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			Letter of Good Standing/Certificate of Good Standing is required)
			C. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>is provided</b> within bid submission documents.
			D. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>will be provided</b> in a timely manner upon request prior to award.
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	9. BID COMPLIANCE
			A. Specifications have been fully read and fully understood. Any exceptions have been written on the bid or attached.
NOTES/COMMENTS:			

**End of Dairy Specifications**

# ITB DRAFT FOR COMMENT

Submit Comments to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov)  
 Comments Due By Close of Business August 5, 2015

## Fresh Egg Products Specifications and Bidder Instructions XXXX OF

### BIDDER INSTRUCTIONS

**Bidder must respond to each of the following statements.** Specifications listed are minimum conditions that must be met in order for a bidder to qualify for the award. A “YES” response means the bidder guarantees they can meet this condition. A “NO” response means the bidder cannot meet this condition and will not be considered. “NO & PROVIDE ALTERNATIVE” responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the bidder’s ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State of Nebraska shall determine at its sole discretion whether or not the vendor’s alternative is an acceptable alternative.

YES	NO	NO & PROVIDE ALTERNATIVE	1. CORE FRESH EGG PRODUCTS
			A. The Bidder shall provide a bid for each Fresh Egg Product core item listed in <b>DHHS Attachment K</b> .
			B. The Bidder shall provide a bid for each Fresh Egg Product core item listed in <b>NDCS Attachment E</b> .
			C. Bidder must indicate on bid sheet the pricing <b>under</b> or <b>over</b> the Chicago Urner-Barry Market Price
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	2. FRESH EGGS MATERIAL SPECIFICATIONS
			A. Grade A Medium, minimum weight of individual eggs at a rate of 21 ounces per dozen.
			B. Grade A Large, minimum weight of individual eggs are a rate of 24 ounces per dozen.
			C. Eggs shall be clean, sound and odor-free.
			D. Not more than five days shall elapse between grading and delivery. Eggs shall be delivered in clean snug-fitting fiberboard boxes to reduce breakage.
			E. Eggs shall be delivered under refrigeration to a temperature not to exceed 45 degrees F.
			F. Contractor must ensure when loading the trucks that all appropriate temperatures and guidelines are adhered to and there is a barrier between frozen and dry goods to ensure the integrity of the frozen products. All USDA and HACCP guidelines will be adhered to. <a href="http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf">http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf</a>
			G. Eggs shall be purchased and packed in cases of 30 dozen.

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 Comments Due By Close of Business August 5, 2015

			H. Cases and flats shall be clean and in good condition.
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	3. ORDER CONFIRMATION PROCEDURES FOR FRESH EGG PRODUCTS DEPARTMENT OF CORRECTIONAL SERVICES
			A. A firm order for <b>Department of Correctional Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>72 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Contractor's Order Confirmation will confirm stock availability. Order Confirmation will identify those items that cannot be filled and offer a one-time alternative equivalent substitute at no additional charge.
			D. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within 24 hours of receiving notice.
			E. <i>All Catalog/non-core list items ordered or shipped will be invoiced separately.</i>
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	4. ORDER CONFIRMATION PROCEDURES FOR FRESH EGG PRODUCTS DEPARTMENT OF HEALTH AND HUMAN SERVICES
			A. A firm order for <b>Department of Health and Human Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>48 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within <b>24 hours</b> of receiving notice.
NOTES/COMMENTS:			

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 Comments Due By Close of Business August 5, 2015

YES	NO	NO & PROVIDE ALTERNATIVE	5. FRESH EGG PRODUCTS GENERAL DELIVERY INSTRUCTIONS
			A. Delivery service to each State facility shall be available at least three times weekly. Facility address and delivery contacts are on attached sheets.
			B. Contractor must segregate Fresh Egg Products by facility on separate pallets and follow HACCP guidelines. Contractor <b>must</b> segregate orders by each ordering facility on separate pallets and follow USDA/HACCP guidelines for each product category. This includes dry goods, refrigerated goods and frozen items. The intent is that each ordering facility's products are properly handled and segregated from every other ordering facility and/or customer.
			C. Contractor must ensure when loading the trucks that all appropriate temperatures and guidelines are adhered to and there is a barrier between frozen and dry goods to ensure the integrity of the frozen products. All USDA and HACCP guidelines will be adhered to. <a href="http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf">http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf</a>
			D. Delivery personnel will be required to deliver and off load all products to a specified area on the inside of the designated facility or dock. It will be the Vendor's responsibility to provide any equipment needed to complete the delivery process if not provided at the facility. Note: Some state facilities may be able to assist in the off load process.
			E. Contractor is able to provide alternate delivery methods for facilities that cannot accommodate full size trucks.  If "YES", please list size(s) of alternate truck(s) and/or alternate delivery method: _____
			F. <b>DHHS Facility Delivery Instructions:</b> Contractor's delivery personnel must wait for the order to be received, invoice(s) / packing slip(s) verified and signed with discrepancies (shortages, longs, damage, etc.) documented on the delivery invoice. This signature will only indicate that the order has been received and that the items actually delivered agree with the delivery invoice. This signature does not indicate all items were received in good condition and/or that there is not possible hidden damage.
			G. <b>NDCS Facility Delivery Instructions:</b> NDCS Central Warehouse receives all food orders placed for the Nebraska State Penitentiary (NSP) and the Lincoln Correctional Center (LCC).  The Tecumseh State Correctional Institution (TSCI) warehouse receives all food orders placed by that facility.  For Central Warehouse and Tecumseh deliveries, warehouse staff will acknowledge receipt of orders delivered by stamping the invoice "Receipt Acknowledged – Quantities To Be Verified." Within 72 hours of delivery the product will be shipped to the facility which placed the order and Food Service

## ITB DRAFT FOR COMMENT

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			<p>staff will verify quantities and report any discrepancies to the Contractor.</p> <p>For the Work Ethic Camp (WEC), McCook, warehouse staff will acknowledge receipt of orders delivered by stamping the invoice "Receipt Acknowledged – Quantities To Be Verified." WEC Food Service staff will verify quantities and report any discrepancies to the Contractor.</p> <p>The delivery instructions for all other NDCS facilities are the same as listed in "F" above.</p>
			H. If damage is detected prior to delivery being complete, the product will be returned and a credit memo will be issued by the delivery personnel.
			I. If damage is detected after delivery is complete, the facility will contact the vendor with a list of the damaged items/circumstances of damage as soon as detected.
			J. Deliveries must be clearly marked with the invoice/purchase order number.
<p><b>NOTES/COMMENTS:</b></p>			

YES	NO	NO & PROVIDE ALTERNATIVE	6. CATALOG FRESH EGG PRODUCTS AND PRICING
			A. If available, the Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional Fresh Egg Products available from the vendor, but not listed as part of the Fresh Egg Products Core List, <b>DHHS Attachment K.</b>
			B. If available, the Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional Fresh Egg Products available from the vendor, but not listed as part of the Fresh Egg Products Core List, <b>NDCS Attachment E.</b>
			C. Prices for Catalog items shall be determined by applying the quoted discount for the item to the supplier/manufacturer's current catalog or price list. The percentage discount for the items shall remain firm for the duration of the contract period. The Bidder shall provide percent discount on <b>NDCS Attachment F</b> and <b>DHHS Attachment L.</b>
<p><b>NOTES/COMMENTS:</b></p>			

YES	NO	NO & PROVIDE ALTERNATIVE	7. SECRETARY OF STATE REGISTRATION REQUIREMENTS
			*Prior to contract award and/or upon request of SPB, potential award

## ITB DRAFT FOR COMMENT

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Comments Due By Close of Business August 5, 2015**

			recipient(s) will be asked to certify compliance with Nebraska Secretary of State Registration by providing a true and exact copy of current (dated within 90 days) valid Certificate of Good Standing or Letter of Good Standing.
			<p>A. Bidder is a SOLE PROPRIETORSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required)</p> <p>If the Bidder is an Individual or Sole Proprietorship, the following applies:</p> <p>1. The Bidder must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at <a href="http://das.nebraska.gov/materiel/purchasing.html">http://das.nebraska.gov/materiel/purchasing.html</a></p> <p>The completed United States Attestation Form should be submitted with the Invitation to Bid response.</p> <p style="padding-left: 40px;">v. If the Bidder indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the US Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.</p> <p style="padding-left: 40px;">vi. The Bidder understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. §4-108.</p>
			B. Bidder is a GENERAL PARTNERSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required)
			C. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>is provided</b> within bid submission documents.
			D. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>will be provided</b> in a timely manner upon request prior to award.
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	8. BID COMPLIANCE
			A. Specifications have been fully read and fully understood. Any exceptions have been written on the bid or attached.

**ITB DRAFT FOR COMMENT**

**Submit Comments to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov)**

**Comments Due By Close of Business August 5, 2015**

NOTES/COMMENTS:

**End of Fresh Eggs Specs**

## ITB DRAFT FOR COMMENT

Submit Comments to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov)  
 Comments Due By Close of Business August 5, 2015

### Fresh Hard Shell Pasteurized Egg Products Specifications and Bidder Instructions XXX OF

#### BIDDER INSTRUCTIONS

**Bidder must respond to each of the following statements.** Specifications listed are minimum conditions that must be met in order for a bidder to qualify for the award. A "YES" response means the bidder guarantees they can meet this condition. A "NO" response means the bidder cannot meet this condition and will not be considered. "NO & PROVIDE ALTERNATIVE" responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the bidder's ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State of Nebraska shall determine at its sole discretion whether or not the vendor's alternative is an acceptable alternative.

YES	NO	NO & PROVIDE ALTERNATIVE	1. CORE FRESH HARD SHELL PASTEURIZED EGG PRODUCTS
			A. The Bidder shall provide a bid for each Fresh Hard Shell Pasteurized Egg Product core item listed in <b>DHHS Attachment K</b> .
			B. If not already specified, Bidder shall provide the supplier/manufacturer and brand. Core List pricing is to remain firm for the initial <b>180</b> days of the contract. Changes to the core product list pricing must be the same change as made available for all customers.
			C. The Contractor must inform the State Purchasing Bureau at least <b>30</b> days prior to requesting a change. The contractor must provide documentation explaining their adjustments in costs to manufacture produce or otherwise supply the products in order to adjust the charges for any Core product. See 1. Price within Terms and Conditions.
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	2. FRESH HARD SHELL PASTEURIZED EGGS MATERIAL SPECIFICATIONS
			A. Grade A large, minimum weight of individual eggs are a rate of 24 ounces per dozen.
			B. Eggs shall be clean, sound and odor-free
			C. Eggs shall be delivered with no less than 14 days of shelf life remaining. Eggs shall be delivered in clean snug-fitting fiberboard boxes to reduce breakage.
			D. Eggs shall be delivered under refrigeration to a temperature not to exceed 45 degrees F.
			E. Eggs shall be purchased and packed in cases of 15 dozen.
			F. Cases and flats shall be clean and in good condition.

## ITB DRAFT FOR COMMENT

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 Comments Due By Close of Business August 5, 2015

NOTES/COMMENTS:
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YES	NO	NO & PROVIDE ALTERNATIVE	3. ORDER CONFIRMATION PROCEDURES FOR FRESH HARD SHELL PASTEURIZED EGG PRODUCTS DEPARTMENT OF HEALTH AND HUMAN SERVICES
			A. A firm order for <b>Department of Health and Human Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>48 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within <b>24 hours</b> of receiving notice.
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	4. FRESH HARD SHELL PASTEURIZED EGG PRODUCTS GENERAL DELIVERY INSTRUCTIONS
			A. Delivery service to each State facility shall be available at least three times weekly. Facility address and delivery contacts are on attached sheets.
			B. Contractor must segregate Fresh Egg Products by facility on separate pallets and follow HACCP guidelines. Contractor <b>must</b> segregate orders by each ordering facility on separate pallets and follow USDA/HACCP guidelines for each product category. This includes dry goods, refrigerated goods and frozen items. The intent is that each ordering facility's products are properly handled and segregated from every other ordering facility and/or customer.
			C. Contractor must ensure when loading the trucks that all appropriate temperatures and guidelines are adhered to and there is a barrier between frozen and dry goods to ensure the integrity of the frozen products. All USDA and HACCP guidelines will be adhered to. <a href="http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf">http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf</a>

## ITB DRAFT FOR COMMENT

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 Comments Due By Close of Business August 5, 2015

			D. Delivery personnel will be required to deliver and off load all products to a specified area on the inside of the designated facility or dock. It will be the Vendor's responsibility to provide any equipment needed to complete the delivery process if not provided at the facility. Note: Some state facilities may be able to assist in the off load process.
			E. Contractor is able to provide alternate delivery methods for facilities that cannot accommodate full size trucks.  If "YES", please list size(s) of alternate truck(s) and/or alternate delivery method: _____
			F. <b>DHHS Facility Delivery Instructions:</b> Contractor's delivery personnel must wait for the order to be received, invoice(s) / packing slip(s) verified and signed with discrepancies (shortages, longs, damage, etc.) documented on the delivery invoice. This signature will only indicate that the order has been received and that the items actually delivered agree with the delivery invoice. This signature does not indicate all items were received in good condition and/or that there is not possible hidden damage.
			G. If damage is detected prior to delivery being complete, the product will be returned and a credit memo will be issued by the delivery personnel.
			H. If damage is detected after delivery is complete, the facility will contact the vendor with a list of the damaged items/circumstances of damage as soon as detected.
			I. Deliveries must be clearly marked with the invoice/purchase order number.
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	5. CATALOG FRESH HARD SHELL PASTEURIZED EGG PRODUCTS AND PRICING
			A. The Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional Fresh Hard Shell Pasteurized Egg Products available from the vendor, but not listed as part of the Fresh Hard Shell Pasteurized Egg Product Core List, DHHS <b>Attachment K</b> .
			B. Prices for Catalog items shall be determined by applying the quoted discount for the item to the supplier/manufacturer's current catalog or price list. The percentage discount for the items shall remain firm for the duration of the contract period. The Bidder shall provide percent discount on <b>NDCS Attachment F</b> and <b>DHHS Attachment L</b> .

## ITB DRAFT FOR COMMENT

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 Comments Due By Close of Business August 5, 2015

NOTES/COMMENTS:
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YES	NO	NO & PROVIDE ALTERNATIVE	<b>6. SECRETARY OF STATE REGISTRATION REQUIREMENTS</b> *Prior to contract award and/or upon request of SPB, potential award recipient(s) will be asked to certify compliance with Nebraska Secretary of State Registration by providing a true and exact copy of current (dated within 90 days) valid Certificate of Good Standing or Letter of Good Standing.
			<p>A. Bidder is a SOLE PROPRIETORSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required)</p> <p>If the Bidder is an Individual or Sole Proprietorship, the following applies:</p> <p>2. The Bidder must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at <a href="http://das.nebraska.gov/materiel/purchasing.html">http://das.nebraska.gov/materiel/purchasing.html</a></p> <p>The completed United States Attestation Form should be submitted with the Invitation to Bid response.</p> <p style="padding-left: 40px;">vii. If the Bidder indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the US Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.</p> <p style="padding-left: 40px;">viii. The Bidder understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. §4-108.</p>
			<p>B. Bidder is a GENERAL PARTNERSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required)</p>
			<p>C. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>is provided</b> within bid submission documents.</p>
			<p>D. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>will be provided</b> in a timely manner upon request prior to award.</p>

**ITB DRAFT FOR COMMENT**

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Comments Due By Close of Business August 5, 2015**

NOTES/COMMENTS:
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YES	NO	NO & PROVIDE ALTERNATIVE	6. BID COMPLIANCE
			A. Specifications have been fully read and fully understood. Any exceptions have been written on the bid or attached.

NOTES/COMMENTS:
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**End of Fresh Pastuerized Eggs Specs.**

# ITB DRAFT FOR COMMENT

Submit Comments to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov)  
 Comments Due By Close of Business August 5, 2015

## Western Nebraska Delivery Availability

### Bidder Instructions

### XXXX OF

**BIDDER INSTRUCTIONS**

*Bidder must respond to each of the following statements.* Specifications listed are minimum conditions that must be met in order for a bidder to qualify for the award. A “YES” response means the bidder guarantees they can meet this condition. A “NO” response means the bidder cannot meet this condition and will not be considered. “NO & PROVIDE ALTERNATIVE” responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the bidder’s ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State of Nebraska shall determine at its sole discretion whether or not the vendor’s alternative is an acceptable alternative.

YES	NO	NO & PROVIDE ALTERNATIVE	1. WESTERN NEBRASKA VETERANS’ HOME (WNVH), Scottsbluff, NE
			A. Bidder is able to deliver food products to the Western Nebraska Veterans’ Home in Scottsbluff.
			B. Bidder list delivery time ARO:  _____

**NOTES/COMMENTS:**

YES	NO	NO & PROVIDE ALTERNATIVE	2. WORK ETHIC CAMP (WEC), McCook, NE
			A. Bidder is able to deliver food products to the Work Ethic Camp in McCook.
			B. Bidder list delivery time ARO:  _____

**NOTES/COMMENTS:**

## End of Western Nebraska Delivery Availability

# ITB DRAFT FOR COMMENT

Submit Comments to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov)  
 Comments Due By Close of Business August 5, 2015

**National School Lunch and Breakfast Programs**  
 Locations: Youth Rehabilitation and Treatment Centers – Geneva and Kearney  
 Nebraska Correctional Youth Facility -Omaha  
**Bidder Instructions**  
**XXXX OF**

**BIDDER INSTRUCTIONS**

***Bidder must respond to each of the following statements.*** Specifications listed are minimum conditions that must be met in order for a bidder to qualify for the award. A “YES” response means the bidder guarantees they can meet this condition. A “NO” response means the bidder cannot meet this condition and will not be considered. “NO & PROVIDE ALTERNATIVE” responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the bidder’s ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State of Nebraska shall determine at its sole discretion whether or not the vendor’s alternative is an acceptable alternative.

YES	NO	NO & PROVIDE ALTERNATIVE	<b>1. NATIONAL SCHOOL LUNCH PROGRAM AND SCHOOL BREAKFAST PROGRAM</b>
			A. DHHS Youth Rehabilitation and Treatment Centers in Kearney and Geneva must comply with the National School Lunch Program and School Breakfast Program. Contractor shall provide a list of all items available which have Child Nutrition Labels. The items can be either core or catalog items. See link below: <a href="http://www.fns.usda.gov/cnlabeling/child-nutrition-cn-labeling-program">http://www.fns.usda.gov/cnlabeling/child-nutrition-cn-labeling-program</a>
			B. NDCS Nebraska Correctional Youth Facility in Omaha must comply with the National School Lunch Program and School Breakfast Program. Contractor shall provide a list of all items available which have Child Nutrition Labels. The items can be either core or catalog items. See link below: <a href="http://www.fns.usda.gov/cnlabeling/child-nutrition-cn-labeling-program">http://www.fns.usda.gov/cnlabeling/child-nutrition-cn-labeling-program</a>
			C. With their bid, Bidder shall provide a list of all available products that meet the USDA National School Lunch and Breakfast Programs. This includes foods that are whole-grain rich. Foods that meet the whole grain-rich criteria for the school meal programs contain at least 51 percent whole-grain meal and/or flour. The remaining 49 percent or less of grains, if any, must be enriched. Awarded vendors will comply with and/or adapt to any new guidelines for such programs as necessary.
			D. Contractors must comply with the Federal Register for Nutrition Standards in the National School Lunch and Breakfast Programs (77 FR 4088) which can be found in the link below: <a href="http://www.gpo.gov/fdsys/pkg/FR-2012-01-26/pdf/2012-1010.pdf">http://www.gpo.gov/fdsys/pkg/FR-2012-01-26/pdf/2012-1010.pdf</a>

## ITB DRAFT FOR COMMENT

Submit Comments to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov)  
 Comments Due By Close of Business August 5, 2015

NOTES/COMMENTS:
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YES	NO	NO & PROVIDE ALTERNATIVE	2. CORE SCHOOL LUNCH AND BREAKFAST PRODUCTS AND PRICING
			A. The Bidder shall provide a bid for each School Lunch and Breakfast Products core item listed in Combined School Lunch Program Core List <b>Attachment M</b> .
			B. If not already specified, Bidder shall provide the supplier/manufacturer and brand. Core List pricing is to remain firm for the initial 180 days of the contract. Changes to the core product list pricing must be the same change as made available for all customers.
			C. The Contractor must inform the State Purchasing Bureau at least <b>30</b> days prior to requesting a change. The contractor must provide documentation explaining their adjustments in costs to manufacture, produce or otherwise supply the products in order to adjust the charges for any Core product. See 1. Price within Terms and Conditions.

NOTES/COMMENTS:
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YES	NO	NO & PROVIDE ALTERNATIVE	3. CATALOG SCHOOL LUNCH AND BREAKFAST PRODUCTS AND PRICING
			A. The Bidder shall provide a catalog list of items or a link to their website showing a comprehensive list of all additional School Lunch and Breakfast Products items available from the vendor, but not listed as part of the <b>NDCS &amp; DHHS Combined School Lunch Program Core List Attachment M</b> .
			B. Prices for Catalog items shall be determined by applying the quoted discount for the item to the supplier/manufacturer's current catalog or price list. The percentage discount for the items shall remain firm for the duration of the contract period.

NOTES/COMMENTS:
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YES	NO	NO & PROVIDE ALTERNATIVE	4. ORDER CONFIRMATION PROCEDURES FOR NATIONAL SCHOOL LUNCH PROGRAM AND SCHOOL BREAKFAST PROGRAM

## ITB DRAFT FOR COMMENT

Submit Comments to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov)  
 Comments Due By Close of Business August 5, 2015

			DEPARTMENT OF CORRECTIONAL SERVICES
			A. A firm order for <b>Department of Correctional Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>72 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Contractor's Order Confirmation will confirm stock availability. Order Confirmation will identify those items that cannot be filled and offer a one-time alternative equivalent substitute at no additional charge.
			D. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within 24 hours of receiving notice.
			E. <b><i>All Catalog/non-core list items ordered or shipped will be invoiced separately.</i></b>
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	5. ORDER CONFIRMATION PROCEDURES FOR NATIONAL SCHOOL LUNCH PROGRAM AND SCHOOL BREAKFAST PROGRAM DEPARTMENT OF HEALTH AND HUMAN SERVICES
			A. A firm order for <b>Department of Health and Human Services</b> will be provided to the Contractor by the ordering state facility a minimum of <b>48 hours</b> before delivery is required.
			B. Line detail order confirmation will be sent via e-mail to the user placing the order within <b>24 hours</b> of order being placed and if needed, any additional e-mail addresses linked to the user account.
			C. Contractor's Order Confirmation will confirm stock availability. Order Confirmation will identify those items that cannot be filled and offer a one-time alternative equivalent substitute at no additional charge.
			D. Ordering state facility will accept or reject alternative equivalent substitute items via e-mail to the Contractor within <b>24 hours</b> of receiving notice.
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	6. FOR NATIONAL SCHOOL LUNCH PROGRAM AND SCHOOL BREAKFAST PROGRAM GENERAL DELIVERY INSTRUCTIONS
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## ITB DRAFT FOR COMMENT

Submit Comments to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov)  
 Comments Due By Close of Business August 5, 2015

			A. Delivery service to each State facility shall be available at least twice weekly. Facility address and delivery contacts are on attached sheets.
			B. Contractor <b>must</b> segregate orders by each ordering facility on separate pallets and follow USDA/HACCP guidelines for each product category. This includes dry goods, refrigerated goods and frozen items. The intent is that each ordering facility's products are properly handled and segregated from every other ordering facility and/or customer.
			C. Contractor must ensure when loading the trucks that all appropriate temperatures and guidelines are adhered to and there is a barrier between frozen and dry goods to ensure the integrity of the frozen products. All USDA and HACCP guidelines will be adhered to. <a href="http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf">http://www.fsis.usda.gov/shared/PDF/Transportation_Security_Guidelines.pdf</a>
			D. Delivery personnel may be required to deliver and off load all products to a specified area on the inside of the designated facility or dock. It is the Vendor's responsibility to provide equipment/personnel to complete the delivery process as needed. Note: Some state facilities may be able to assist in the off load process.
			E. Contractor is able to provide alternate delivery methods for facilities that cannot accommodate full size trucks.  If "YES", please list size(s) of alternate truck(s) and/or alternate delivery method: _____
			F. Contractor's delivery personnel must wait for the order to be received, invoice(s) / packing slip(s) verified and signed with discrepancies (shortages, longs, damage, etc.) documented on the delivery invoice. This signature will only indicate that the order has been received and that the items actually delivered agree with the delivery invoice. This signature does not indicate all items were received in good condition and/or that there is not possible hidden damage.
			G. If damage is detected prior to delivery being complete, the product will be returned and a credit memo will be issued by the delivery personnel or acknowledged in writing on the delivery ticket/invoice for credit issuance.
			H. If damage is detected after delivery is complete, the facility will contact the vendor with a list of the damaged items/circumstances of damage as soon as detected.
			I. Deliveries must be clearly marked with the invoice/purchase order number.
<b>NOTES/COMMENTS:</b>  			

### End of School Lunch and Breakfast Programs

# ITB DRAFT FOR COMMENT

Submit Comments to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov)  
 Comments Due By Close of Business August 5, 2015

## Optional Services Bidder Instructions XXXX OF

### BIDDER INSTRUCTIONS

**Bidder must respond to each of the following statements.** Specifications listed are minimum conditions that must be met in order for a bidder to qualify for the award. A "YES" response means the bidder guarantees they can meet this condition. A "NO" response means the bidder cannot meet this condition and will not be considered. "NO & PROVIDE ALTERNATIVE" responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the bidder's ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State of Nebraska shall determine at its sole discretion whether or not the vendor's alternative is an acceptable alternative.

YES	NO	NO & PROVIDE ALTERNATIVE	1. OPTIONAL SERVICES THAT CAN BE PROVIDED
			A. Dietician support
			B. Medical Religious/Dietary /recipe requirement support
			C. Test Kitchens
			D. Food Cuttings/Testing/Sampling of New Products
			E. Product Development
			F. Menu and Recipe Development support
			G. Hazard Analysis and Critical Control Points Training or other Food Handling Training, please list below:  _____
			H. School Lunch and Breakfast Program recipes and product development/implementation
			I. Loaner program for refrigerated/freezer storage in the event of an emergency at any using State Facility.
			J. For any of these additional services, please attach list specifying availability by location. Designate any fees or charges with document.

**NOTES/COMMENTS:**

**End of Optional Services**

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**ATTACHMENT A**

*Nebraska Department of Correctional Services*

**Grocery Core List**

Description	Grade	Manufacturer & Brand (if applicable)	Case/Qty	Est. Case Qty	Bidder's Product Code Number	Specify Brand Pack Bidding and Individual Weight Size Bidding per Case	Case Price	Each Price (if sold by each)	Extended Price based on Case Price	List Any Changes from Spec
APPLES SLICED PIE PACK IN WATER	B	NAME BRAND	6/#10	2376						
APPLESAUCE BLENDED SWEET FANCY	B	NAME BRAND	6/#10	683						
APPLESAUCE IN JUICE FANCY	B	NAME BRAND	6/#10	736						
APRICOT HALVES 86/108 CHOICE LT SYRUP	B	NAME BRAND	6/#10	1103						
BAKING POWDER		NAME BRAND	6/5#	954						
BAKING SODA		NAME BRAND	12/32 OZ	202						
BEANS BLACK EYE PEAS		NAME BRAND	25#	176						
BEANS GREAT NORTHERN		NAME BRAND	25#	496						
BEANS GREEN 4 SIEVE FANCY BLUELAKE	B	NAME BRAND	6/#10	6930						
BEANS GREEN PANTRY CUT DIAGONAL	B	NAME BRAND	6/#10	3084						
BEANS KIDNEY DARK RED FANCY	B	NAME BRAND	6/#10	234						
BEANS LIMA GREEN MEDIUM	B	NAME BRAND	6/#10	694						
BEANS MEXICAN CHILI PINTO	B	NAME BRAND	6/#10	193						
BEANS PINTO TRIPLE CLEANED		NAME BRAND	25#	815						
BEANS RED FANCY	B	NAME BRAND	6/#10	313						
BEANS REFRIED	B	NAME BRAND	6/#10	90						
BEANS REFRIED VEGETARIAN LS/ZTF	B	NAME BRAND	6/#10	82						
BEANS VEGETARIA WITH TOMATO SAUCE	B	NAME BRAND	6/#10	960						
BEANS WAX 4 SIEVE FANCY	B	NAME BRAND	6/#10	1160						
BEETS DICED FANCY	B	NAME BRAND	6/#10	603						

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BISCUIT MIX BUTTERMILK RANCH HAND		NAME BRAND	6/5#	409						
BLEACH		NAME BRAND	6/1 GAL	408						
BREAD MIX WITH YEAST AWO		KRUSTEAZ	50#	811						
BROWNIE MIX CMI		NAME BRAND	6/5#	115						
CAKE MIX DEVILS FOOD CMI		NAME BRAND	6/5#	218						
CAKE MIX WHITE CMI		NAME BRAND	6/5#	414						
CAKE MIX YELLOW		NAME BRAND	6/5#	382						
CARROTS DICED FANCY	B	NAME BRAND	6/#10	884						
CEREAL CORN FLAKES		NAME BRAND	8/35 OZ	439						
CEREAL CORN FLAKES		NAME BRAND	4/28 OZ	682						
CEREAL CRISPY RICE		NAME BRAND	4/32 OZ	1104						
CEREAL FARINA CREAMY ENRICHED		NAME BRAND	12/12 OZ	475						
CEREAL FROSTED FLAKES		NAME BRAND	4/48 OZ	924						
CEREAL FROSTED FLAKES		NAME BRAND	4/45 OZ	43						
CEREAL FRUIT LOOPS WG		NAME BRAND	4/31 OZ	946						
CEREAL HONEY NUT TOASTY O'S		NAME BRAND	8/35 OZ	180						
CEREAL RAISIN BRAN WG		NAME BRAND	6/36 OZ	234						
CEREAL RAISIN BRAN WG		NAME BRAND	4/56 OZ	709						
CEREAL TOATED OATS		NAME BRAND	8/35 OZ	564						
CHEESECAKE MIX CREAMY NO BAKE		NAME BRAND	6/4#	264						
COCOA 10-12 % BUTTERFAT		NAME BRAND	6/5#	249						
CORN CHIPS WG		NAME BRAND	15/1#	56						
CORN MEAL YELLOW FINE GROUND		NAME BRAND	8/5#	1701						

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CORN WHOLE KERNAL FANCY	B	NAME BRAND	6/#10	9089						
CORN WHOLE KERNEL EXTRA STANDARD	B	NAME BRAND	6/#10	152						
CORNBREAD MIX CMI		NAME BRAND	6/5#	47						
CORNSTARCH		NAME BRAND	25#	206						
CRACKERS GRAHAM PLAIN 2 CT		NAME BRAND	200/2 CT	76						
CRACKERS SALTINE 2 CT		NAME BRAND	500/2 CT	1835						
CRANBERRY SAUCE JELLIED	B	NAME BRAND	6/#10	122						
CUMIN GROUND		NAME BRAND	6/16 OZ	170						
DRESSING FRENCH		NAME BRAND	4/1 GAL	348						
DRESSING FRENCH INDIVIDUAL		NAME BRAND	200/12 GR	43						
DRESSING IND FRENCH DIET		NAME BRAND	200/12 GR	80						
DRESSING IND ITALIAN		NAME BRAND	200/12 GR	41						
DRESSING IND ITALIAN DIET		NAME BRAND	200/12 GR	80						
DRESSING IND THOUSAND ISLAND		NAME BRAND	200/12 GR	40						
DRESSING ITALIAN CREAMY		NAME BRAND	4/1 GAL	322						
DRESSING ITALIAN LITE REDUCDED CAL		NAME BRAND	4/1 GAL	290						
DRESSING ITALIAN SEPARATING		NAME BRAND	4/1GAL	341						
DRESSING RANCH BUTTERMILK		NAME BRAND	4/1 GAL	92						
DRESSING RANCH BUTTERMILK RED CAL		NAME BRAND	4/1 GAL	45						
DRESSING RANCH DRY MIX		NAME BRAND	18/3.2 OZ	49						
DRESSING SALAD GOLD MEDAL		NAME BRAND	4/1 GAL	7115						
DRESSING SALAD MIRACLE WHIP		NAME BRAND	200 CT	133						
DRESSING THOUSAND ISLAND		NAME BRAND	4/1 GAL	136						

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EXTRACT VANILLA IMITATION		NAME BRAND	4/1GAL	258						
FLOUR H&R ENRICHED		NAME BRAND	50#	3348						
FORTUNE COOKIES SINGLE WRAPPED		NAME BRAND	350 CT	94						
FRUIT COCKTAIL CHOICE LT SYRUP	B	NAME BRAND	6/#10	9552						
GELATIN CHERRY	NO PORK	NAME BRAND	6/4.5#	241						
GELATIN LIME	NO PORK	NAME BRAND	6/4.5#	555						
GELATIN RASPBERRY	NO PORK	NAME BRAND	6/4.5#	116						
GELATIN STRAWBERRY	NO PORK	NAME BRAND	6/4.5#	642						
GELATIN LEMON	NO PORK	NAME BRAND	6/4.5#	210						
GELATIN ORANGE	NO PORK	NAME BRAND	6/4.5#	599						
GRITS QUICK WHITE CORN		NAME BRAND	24/12 OZ	360						
INSTANT BREAKFAST CHOCOLATE		CARNATION	6/10/1.2 OZ	78						
INSTANT BREAKFAST STRAWBERRY		CARNATION	6/10/1.2 OZ	78						
INSTANT BREAKFAST VANILLA		CARNATION	6/10/1.2 OZ	60						
ITALIAN SEASONING		NAME BRAND	3/24 OZ	92						
JELLY #3 ASSORTED CUPS		NAME BRAND	200/.5 OZ	1036						
JELLY #7 ASSORTED IND REDUCED CAL		NAME BRAND	200/12 GR	118						
JELLY APPLE	B	NAME BRAND	6/#10	1180						
JELLY GRAPE	B	NAME BRAND	6/#10	2551						
JUCIE PINEAPPLE		NAME BRAND	12/46 OZ	342						
JUICE APPLE 100% ASEP RTS		NAME BRAND	12/46 OZ	379						
JUICE APPLE 100% CAN		NAME BRAND	48/5.5 OZ	41						
JUICE CRANBERRY COCKTAIL ASEP RTS		NAME BRAND	12/46 OZ	378						

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JUICE GRAPE 100% ASEP RTS		NAME BRAND	12/46 OZ	240						
JUICE ORANGE 100% ASEP RTS		NAME BRAND	12/46 OZ	378						
JUICE TOMATO FANCY FRESH PACK		NAME BRAND	12/46 OZ	53						
KETCHUP 33% VOL PAK RED GOLD	B		3 GAL	2038						
KETCHUP HEAVY FANCY 33%	B	NAME BRAND	6/#10	3300						
KETCHUP PACKETS	B	NAME BRAND	500/ 9 GR	335						
LIQUID SMOKE NATURAL		NAME BRAND	12/32 OZ	128						
MALT O MEAL QUICK HOT WHEAT		NAME BRAND	28/12 OZ	257						
MARSHMALLOWS MINI WHITE	NO PORK	NAME BRAND	12/1#	73						
MOLASSES UNSULPHERED		NAME BRAND	4/1 GAL	73						
MUSHROOM STEMS & PIECES	B	NAME BRAND	6/#10	462						
MUSTARD PACKETS		NAME BRAND	500/4.5 GR	396						
MUSTARD PURE		NAME BRAND	4/1 GAL	2601						
OATS OLD FASHIONED		NAME BRAND	12/42 OZ	49						
OATS QUICK		NAME BRAND	12/42 OZ	222						
OATS QUICK		NAME BRAND	50#	121						
ORANGES MANDARIN BRK SECTION	B	NAME BRAND	6/#10	1059						
OREGANO GROUND		NAME BRAND	6/12 OZ	54						
PANCAKE MIX COMPLETE RANCH HAND		NAME BRAND	6/5#	78						
PAPRIKA SPANISH		NAME BRAND	6/16 OZ	64						
PASTA LASAGNA NOODLES 10" RIBBED		NAME BRAND	16/12 OZ	154						
PASTA MACARONI ELBOW HEAVY WALL		NAME BRAND	2/10#	331						
PASTA NOODLES KLUSKI 6/16"		NAME BRAND	2/5#	98						

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PASTA NOODLES WIDE 1/2" CURLY		NAME BRAND	2/5#	397						
PASTA RIGATONI		NAME BRAND	2/5#	72						
PASTA RONTINI (SMALL SPIRALS)		NAME BRAND	2/10#	226						
PASTA SPAGHETTI CUP 10"		NAME BRAND	2/10#	236						
PEACHES DICED CHOICE LT SYRUP	B	NAME BRAND	6/#10	1132						
PEACHES SLICED CHOICE LT SYRUP	B	NAME BRAND	6/#10	5604						
PEANUT BUTTER SMOOTH		NAME BRAND	6/5#	1761						
PEARS DICED CHOICE LT SYRUP	B	NAME BRAND	6/#10	1123						
PEARS DICED IN JUICE	B	NAME BRAND	6/#10	172						
PEARS SLICED IN JUICE	B	NAME BRAND	6/#10	809						
PEAS & CARROTS DICED FANCY	B	NAME BRAND	6/#10	1848						
PEAS SWEET 4 SIEVE FANCY	B	NAME BRAND	6/#10	90						
PEAS SWEET MIXED SIEVE EXTRA STANDARD	B	NAME BRAND	6/#10	881						
PEPPER BLACK PACKETS		NAME BRAND	3/1000 CT	228						
PEPPER SHAKER DISPOSABLE		NAME BRAND	48/1.5 OZ	99						
PICKLES HAMBURGER #1 1/8 KK		NAME BRAND	5 GAL	531						
PICKLES HAMBURGER #1 1/8 KK		NAME BRAND	4/1 GAL	47						
PIE FILLING CHERRY	B	NAME BRAND	6/#10	48						
PINEAPPLE TIDBITS IN JUICE		NAME BRAND	6/#10	1148						
PLUM HALVES JUICED PACK	B	NAME BRAND	6/#10	1039						
POTATO CHIP BBQ		NAME BRAND	80/1 OZ	1269						
POTATO CHIP REGULAR ORIGINAL		NAME BRAND	80/1 OZ	869						
POTATO CHIP REGULAR ORIGINAL		NAME BRAND	12/12 OZ	81						

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POTATO CHIP SOUR CREAM & ONION		NAME BRAND	80/1 OZ	450						
POTATO CHIPS RIPPLE		NAME BRAND	80/1 OZ	743						
POTATO FLAKES INSTANT		NAME BRAND	6/5#	48						
POTATO STICKS		NAME BRAND	6/16 OZ	315						
PUDDING & PIE FILLING BANANA INSTANT		NAME BRAND	12/24 OZ	948						
PUDDING & PIE FILLING BUTTERSCOTCH INST		NAME BRAND	12/28 OZ	1224						
PUDDING & PIE FILLING CHOCOLATE INST		NAME BRAND	12/28 OZ	2280						
PUDDING & PIE FILLING LEMON INSTANT		NAME BRAND	12/28 OZ	96						
PUDDING & PIE FILLING PISTACHIO INSTANT		NAME BRAND	12/28OZ	600						
PUDDING & PIE FILLING VANILLA INSTANT		NAME BRAND	12/28 OZ	2544						
PUDDING CHOCOATE		NAME BRAND	6/#10	72						
PUMPKIN SOLID PACK	B	NAME BRAND	6/#10	222						
RAVIOLI BEEF WITH TOMATO SAUCE		NAME BRAND	6/#10	120						
RELISH DILL PICKLE		NAME BRAND	4/1 GAL	109						
RELISH SWEET PICKLE		NAME BRAND	4/1 GAL	998						
RICE PARBOILED		NAME BRAND	25#	1384						
SALAD DRESSING PACKETS		NAME BRAND	200/9 GR	727						
SALAD OIL VEG ZTF		NAME BRAND	6/1GAL	1939						
SALSA PICANTE MILD LS		NAME BRAND	6/#10	40						
SALT IODIZED		NAME BRAND	25#	305						
SALT IODIZED ROUNDS		NAME BRAND	24/26 OZ	43						
SALT PACKETS INDIVIDUAL		NAME BRAND	3/1000 CT	223						
SALT SHAKER DISPOSABLE		NAME BRAND	48/4 OZ	113						

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SAUCE BBQ DELUXE		NAME BRAND	4/1 GAL	444						
SAUCE BBQ ORIGINAL		NAME BRAND	4/1 GAL	398						
SAUCE HOT ORIGINAL		NAME BRAND	4/1 GAL	571						
SAUCE MIX CHEESE TRIO		TRIO OR EQUAL	8/32 OZ	441						
SAUCE PIZZA PIZZAILO	B	NAME BRAND	6/#10	72						
SAUCE SOY		NAME BRAND	4/1 GAL	165						
SAUCE SPAGHETTI TRADISTION POUCH	B	NAME BRAND	6/105 OZ	82						
SAUCE TARTAR REF		NAME BRAND	4/1 GAL	344						
SAUCE TERIYAKI		NAME BRAND	4/1 GAL	143						
SAUCE WORCESTERSHIRE		NAME BRAND	4/1 GAL	205						
SAUERKRAUT SHREDDED FANCY	B	NAME BRAND	6/#10	1662						
SEASONING TACO		NAME BRAND	6/9 OZ	51						
SHORTENING CLEAR LIQUID ZTF		NAME BRAND	35#	1528						
SHORTENING LIQUID CREAMY		NAME BRAND	35#	89						
SHORTENING VEG ALL PURPOSE CUBE		NAME BRAND	50#	530						
SOUP CREAM OF CELERY		NAME BRAND	12/50 OZ	62						
SOUP CREAM OF MUSHROOM RTS		NAME BRAND	12/50 OZ	67						
SPINACH CHOPPED	B	NAME BRAND	6/#10	712						
SUGAR BROWN LIGHT		NAME BRAND	16/2#	44						
SUGAR BROWN LIGHT		NAME BRAND	25#	541						
SUGAR BROWN LIGHT		NAME BRAND	12/2#	152						
SUGAR GRANULATED		NAME BRAND	4/10#	636						
SUGAR PACKET INDIVIDUAL		NAME BRAND	2000 CT	1678						

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SUGAR POWDERED		NAME BRAND	16/2#	96						
SUGAR POWDERED 6X		NAME BRAND	25#	578						
SURGAR GRANULATED		NAME BRAND	50#	1837						
SYRUP PANCAKE & WAFFLE 65 MIX		NAME BRAND	4/1 GAL	139						
SYRUP PANCAKE & WAFFLE 70 MIX		NAME BRAND	4/1 GAL	1057						
TACO SAUCE PACKET INDIVIDUAL		NAME BRAND	500/9 GR	75						
TACO SHELLS 5.5" WHITE WG		NAME BRAND	200 CT	430						
TARTAR SAUCE PACKETS		NAME BRAND	200/9 GR	132						
TOMATO PASTE 26% FANCY	B	NAME BRAND	6/#10	1671						
TOMATO PUREE 1.06 FANCY	B	NAME BRAND	6/#10	312						
TOMATO SAUCE FANCY	B	NAME BRAND	6/#10	288						
TOMATOES CONCENTRATED CRUSHED FANCY	B	NAME BRAND	6/#10	262						
TOMATOES DICED IN JUICE CHOICE	B	NAME BRAND	6/#10	5027						
TOPPING WHIP IT		NAME BRAND	12 1#	3710						
TORTILLA CHIPS ROUND YELLOW WG		NAME BRAND	6/2#	452						
TORTILLAS CORN WHITE 6" 6OZ WG		NAME BRAND	12/60 CT	114						
TORTILLAS FLOUR 6" PRESSED FROZEN		NAME BRAND	360 CT	73						
TORTILLAS FLOUR 8" PRESSED		NAME BRAND	216 CT	572						
TROPICAL FRUIT SALAD	B	NAME BRAND	6/#10	390						
TUNA CHUNK LITE WATER		NAME BRAND	6/66.5 OZ	930						
TURKEY BREAST OVEN ROAST SKNLS DLX		NAME BRAND	2/9# AVG	390.89 LG						
VEGETABLES MIXED FANCY 7 WAY	B	NAME BRAND	6/#10	3648						
WATER DISTILLED		NAME BRAND	6/1 GAL	112						

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YEAST ACTIVE DRY		FLEISCHMAN OR EQUIVALENT	12/2#	188						
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**ATTACHMENT B**

Nebraska Department of Correctional Services

**Frozen Core List**

Description	Grade	Manufacturer & Brand (if applicable)	Case/Qty	Estimated Case Quantity	Bidder's Product Code Number	Specify Brand Pack Bidding and Individual Weight Size Bidding per Case	Case Price	Each Price (if sold by each)	Extended Price based on Case Price	List Any Changes from Spec
BEANS GREEN CUT 1.5" IQF		NAME BRAND	30#	343						
BEEF GROUND FROZEN 80/20		NAME BRAND	8/10#	121						
BEEF PATTIES 80/20 4-1		NAME BRAND	40/4 OZ	234						
BEEF PATTIES COUNTRY FRIED PC		NAME BRAND	40/4 OZ	1820						
BEEF STEAK COUNTRY FIED WESTERN		NAME BRAND	40/4 OZ	52						
BREAD OPEN TOP DINNER LOAF SLICED (MUST BE KOSHER IF SUB IS AWARDED)		NAME BRAND	6/28 OZ	290						
BREAD RYE REUBEN SLICED 1/2"		NAME BRAND	6/1 CT	102						
BROCCOLI CUTS FANCY IQF		NAME BRAND	30#	758						
BROCCOLI SPEARS IQF		NAME BRAND	12/2#	55						
CARROTS DICED IQF		NAME BRAND	30#	399						
CHEESE AMERICAN IMITATION SLICED 160 CT		NAME BRAND	4/5#	854						
CHEESE AMERICAN SLICED 160 CT		NAME BRAND	4/5#	268						
CHEESE AMERICAN SWISS SLICED 160 CT		NAME BRAND	4/5#	248						
CHIC BREAST BNLS SKLS RAW IF MAR		NAME BRAND	4/4 OZ	142						
CHIC BREAST NUGGETS FC W/RIB MEAT		NAME BRAND	10#	48						
CHIC BREAST PATTIES BRD GOLDEN CN		NAME BRAND	60/3 OZ	355						
CHIC BREAST PATTIES BREADED PC CN		NAME BRAND	60/3.5 OZ	1400						
CHIC NUGGETS SAVORY FC CN		NAME BRAND	960/.5 OZ	49						
CHICKEN LEG QUARTERS IQF RAW		NAME BRAND	60/9 OZ	344						

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COD RECTANGLE SEA CRISP OVEN READY CN		NAME BRAND	40/4 OZ	181						
COD SQUARES RAW BREADED 4 OZ		NAME BRAND	6/24 CT	300						
CORN CUT FANCY IQF		NAME BRAND	20#	275						
CORN CUT FANCY IQF		NAME BRAND	30#	434						
CORNEBEEF BRISKET RAW 2 PC FROZEN		NAME BRAND	2/12# AVG	2192.97 LB						
CREAM CHEESE		NAME BRAND	100/1 OZ	210						
CREAM CHEESE LOAF		NAME BRAND	10/3#	310						
EGGS SCRAMBLED MIX TRADITIONAL CARTON		NAME BRAND	6/5#	285						
EGGS SCRAMBLED MIX WHOLE W/CIT CARTON		NAME BRAND	6/5#	599						
FRANKS TURKEY 8-1		NAME BRAND	80/2 OZ	3042						
FRENCH TOAST REGULAR CUT		NAME BRAND	144/1.5 OZ	217						
FRENCH TOAST STICKS WG		NAME BRAND	6/2#	389						
JUICE PINEAPPLE 100%		NAME BRAND	96/4 OZ	90						
LIVER BEEF SLICED RAW 4 OZ		NAME BRAND	10#	175						
MARGARINE REDDIES 1080 CT		NAME BRAND	12#	236						
MEATBALLS BEEF FULLY COOKED CN		NAME BRAND	320/.5 OZ	40						
MEATBALLS ITALIAN ALL BEEF IQF PC		NAME BRAND	160/1 OZ	325						
PEAS & CARROTS DICED FANCY IQF		NAME BRAND	30#	245						
PEAS GREEN FANCY IQF		NAME BRAND	30#	409						
PIZZA CRUST RECTANGLE OVENREADY		NAME BRAND	8/12X18"	169						
POLLOCK STICKS OVEN READY CN		NAME BRAND	160/1 OZ	275						
POTATO, FRIES 1/2" CRINKLE CUT <b>RAPID RUSSET</b>		NAME BRAND	6/5#	294						
POTATO, FRIES 5/16" REGULAR CUT		NAME BRAND	6/5#	990						

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POTATO, TATER PUFFS		NAME BRAND	6/5#	796						
POTATO, TRI PATTIES OVENABLE		NAME BRAND	6/5#	1854						
SPINACH CHOPPED WET PACK		NAME BRAND	12/3#	207						
TURKEY BOLOGNA		NAME BRAND	2/10#	730						
TURKEY BOLOGNA SLICED EXTRA LEAN		NAME BRAND	12/1#	201						
TURKEY BREAST OVEN ROASTED SKNLS		NAME BRAND	2/9# AVG	2979.86 LB						
TURKEY COOKED SAUSAGE		NAME BRAND	100/3 OZ	515						
TURKEY GROUND 85% LEAN		NAME BRAND	2/10#	1218						
TURKEY GROUND 90% LEAN		NAME BRAND	2/10#	115						
TURKEY HAM EXTRA LEAN		NAME BRAND	5.5# AVG	23818.86 LB						
TURKEY PASTRAMI		NAME BRAND	4/4.5# AVG	1970.36 LB						
TURKEY ROAST BREAST/THIGH NETTED		NAME BRAND	2/11# AVG	9611.8 LB						
TURKEY ROLL WHITE RTS		NAME BRAND	2/10#	43						
TURKEY SALAMI 95% FF		NAME BRAND	2/10#	444						
TURKEY SAUSAGE LINKS FC SKLS		NAME BRAND	10.25#	421						
TURKEY SAUSAGE PATTIES FC		NAME BRAND	160/1.025 OZ	251						
VEGETABLE BLEND CALIFORNIA FANCY IQF		NAME BRAND	30#	92						
VEGETABLE BLEND COUNTRY IQF		NAME BRAND	20#	93						
VEGETABLE BLEND ITALIAN FANCY IQF		NAME BRAND	30#	91						
VEGETABLE BLEND ORIENTAL IQF		NAME BRAND	30#	130						
VEGETABLES MIXED FANCY 5 WAY		NAME BRAND	30#	351						
WAFFLES GOLDEN MICROWAVE		NAME BRAND	144/1.4 OZ	605						
WHITING WEDGE BATTERED RAW 2 OZ		NAME BRAND	10#	164						

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**ATTACHMENT C**

*Nebraska Department of Correctional Services*

**Bread Core List**

<b>Description</b>	<b>Unit of Measure Package Size</b>	<b>Estimated Usage</b>	<b>Bidder's Product Code Number</b>	<b>Specify Brand Pack Bidding and Individual Weight Size Bidding</b>	<b>Unit Price</b>	<b>List Any Changes from Spec</b>
BREAD, SANDWICH, WHEAT, 24 OZ SLICED	LV	120,124				
BREAD, SANDWICH, WHITE, 24 OZ SLICED	LV	93,967				
BREAD, SANDWICH, WHITE, 24 OZ SLICED KOSHER CERTIFIED	LV	2900				
BREAD, TEXAS TOAST, 24 OZ SLICED	LV	598				
BUNS, HAMBURGER, 4" TOP 3.75 BOTTOM, 12CT	PK	47,007				
BUNS, HAMBURGER, 4" TOP 3.75 BOTTOM, 60 CT	PK	2,940				
BUNS, HAMBURGER, 4" TOP 3.75 BOTTOM, WHOLE GRAIN - 12 CT	PK	510				
BUNS, HOGIE, CLASSIC WHITE 6 PK	PK	5,146				
BUNS, STEAK 24 CT CUT	PK	11,157				
BUNS, WEINER CUT, 16 CT	PK	48,378				
DINNER ROLL, WHITE 12 CT	PK	2,000				
ENGLISH MUFFIN, 6 CT	PK	500				

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**ATTACHMENT D**

*Nebraska Department of Correctional Services*

**Dairy Core List**

Description	Manufacturer & Brand	Unit of Measure/Package Size	Estimated Usage per Unit	Bidder's Product Code Number	Specify Brand Pack Bidding and Individual Weight Size Bidding	Case Price (if sold by case)	Each Price (if sold by each)	Extended Price based on Case Price	List Any Changes from Spec
COTTAGE CHEESE, 2% 5 LBS	NAME BRAND	5 LB	100						
ICE CREAM, 3 GALLON, ASSORT. FLAVORS	NAME BRAND	3 GAL	100						
ICE CREAM, CUP, VANILLA-4 OZ/24PK	NAME BRAND	24/4 OZ	243						
LOW-FAT BUTTERMILK, 1/2 GALLON	NAME BRAND	1/2 GAL	608						
MARGARINE, SOLID, 1LBS (SHREDDS MARG SLT)	NAME BRAND	16 OZ	140,190						
MILK, CHOCOLATE, 1% 5 GALLON BLADDER	NAME BRAND	5 GAL	500						
MILK, CHOCOLATE, 1%, 1/2 PINT	NAME BRAND	1/2 PINTS	1,056						
MILK, CHOCOLATE, 1%, GALLON	NAME BRAND	1 GAL	500						
MILK, CHOCOLATE, SKIM, 1/2 PINT	NAME BRAND	1/2 PINTS	23,748						
MILK, WHITE, 1% , 1/2 PINT	NAME BRAND	PINTS	2,071,070						
MILK, WHITE, 1% GALLON	NAME BRAND	1 GAL	1000						
MILK, WHITE, 1%, 5 GALLON BLADDER	NAME BRAND	5 GAL	12,681						
SOUR CREAM, 5LB CONTAINER	NAME BRAND	5LB	90						

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## ATTACHMENT E

Nebraska Department of Correctional Services

### Egg Product Core List

Description	Egg Size	Estimated Annual Usage (Cases)	Bidder to list Manufacturer & Brand Bidding	Size Bidding	\$ under Chicago Urner-Barry Market Price	\$ above Chicago Urner-Barry Market Price	List Any Changes from Specs
FRESH EGGS BULK (15 DOZ)	Grade A Medium	4436					
FRESH EGGS BULK (15 DOZ)	Grade A Large	500					

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## ATTACHMENT F

*Nebraska Department of Correctional Services*

### Catalog Bid Sheet

Grocery percent discount: \_\_\_\_\_

Frozen percent discount: \_\_\_\_\_

Bread percent discount: \_\_\_\_\_

Dairy percent discount: \_\_\_\_\_

Egg Product percent discount: \_\_\_\_\_

Pasteurized Egg percent discount: \_\_\_\_\_

Miscellaneous:  
Spices, Creamers, Conditments,  
Oils and Single Serving Packets  
Percent discount: \_\_\_\_\_

Produce percent discount:  
(If available) \_\_\_\_\_

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**ATTACHMENT G**

*Nebraska Department of Health and Human Services*

**Grocery Core List**

Description	Grade	Manufacturer & Brand	Size	Est. Qty.	Bidder's Product Code Number	Case Price	Each Price (if sold by each)	Extended Price based on Case Price	List Any Changes from Spec
APPLES SLICED	GRADE A/Fancy: No Substitution		6 #10	400					
APPLESAUCE IN JUICE FANCY	N/A		6/#10	400					
APRICOT HALVES	GRADE A/Fancy: No Substitution		6/#10	200					
BBQ SAUCE	N/A		4 1 GAL	600					
BEANS GREEN PANTRY CUT	GRADE A/Fancy: No Substitution		6 #10	2100					
BEANS PORK & BEANS	GRADE A/Fancy: No Substitution		6 #10	250					
BEANS REFRIED	GRADE A/Fancy: No Substitution		6 #10	300					
CARROTS SLICED MEDIUM	GRADE A/Fancy: No Substitution		6 #10	1000					
COOKIES FIG	N/A		120/1 OZ	150					
CRACKERS SALTINE 2 CT	N/A		500/2 CT	300					
DOROTHY LYNCH SALAD DRESSING	N/A		4 1 GAL	400					
FLOUR ALL PURPOSE, WHITE	N/A		50#	200					
FRUIT COCKTAIL	GRADE A/Fancy: No Substitution		6/#10	1500					
GRAVY SAUSAGE COUNTRY	N/A		6 #10	600					
JELLY ASSORTED, SINGLE SERVE	N/A		200/.5Z	600					
JUICE APPLE 100% Aseptic	N/A		12/46 OZ	700					
JUICE CRANBERRY 100% Aseptic	N/A		12/46 OZ	600					
JUICE GRAPE 100% Aseptic	N/A		12/46 OZ	350					
JUICE ORANGE 100% Aseptic	N/A		12/46 OZ	1000					
JUICE PRUNE 100% Aseptic	N/A		12/46 OZ	250					

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JUICE TOMATO Aseptic	N/A		12/46 OZ	350					
KETCHUP	N/A		6 #10	700					
MAYONAISE	N/A		4 1 GAL	100					
MUSTARD YELLOW	N/A		4 1 GAL	200					
ORANGE MANDARIN SECTIONS	GRADE A/Fancy: No Substitution		6/#10	350					
PANCAKE MIX	N/A		6/5#	150					
PEACHES SLICED IN JUICE	GRADE A/Fancy: No Substitution		6 #10	350					
PEANUT BUTTER SMOOTH	N/A		6 5#	1000					
PEARS DICED	GRADE A/Fancy: No Substitution		6/#10	650					
PINEAPPLE TIDBITS	GRADE A/Fancy: No Substitution		6/#10	350					
POTATOES MASHED	N/A		4/5#	700					
PUDDING & PIE FILL CHOCOLATE	N/A		12 28 OZ	500					
PUDDING SNACK PACK CHOCOLATE	N/A		48/3.5 OZ	300					
PUDDING SNACK PACK VANILLA	N/A		48/3.5 OZ	250					
RICE PARBOILED	N/A		25#	100					
RICE SPANISH	N/A		6/36 OZ	100					
SALAD DRESSING	N/A		4 1 GAL	800					
SALAD OIL VEGETABLE	N/A		6 1 GAL	250					
SALSA MEDIUM	N/A		4 138 OZ	1500					
SALSA MILD	N/A		4 140 OZ	200					
SHORTENING OIL	N/A		2/17.5#	150					
SOUP TOMATO	N/A		12/50 OZ	150					
SPAGHETTI SAUCE TRADITIONAL	N/A		6/106 OZ	200					

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SUGAR GRANULATED	N/A		4 10#	500					
SUGAR IND PACKETS	N/A		2000 CT	300					
SYRUP PANCAKE MAPLE, SINGLE SERVE	N/A		100/1.5 OZ	500					
TOMATOES DICED IN JUICE	GRADE A/Fancy: No Substitution		6 #10	900					
VINEGAR WHITE	N/A		4/1 GAL	200					
WATER HONEY THICK CLEAR	N/A		4/.5 GAL	700					
WATER NECTAR THICK CLEAR	N/A		4/.5 GAL	500					
WATER THICKENED LEMON FLAV-HONEY	N/A		48/4OZ	500					
WATER THICKENED LEMON FLAV-NECTAR	N/A		48/4OZ	500					
YAMS IN LIGHT SYRUP	GRADE A/Fancy: No Substitution		6/#10	200					

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**ATTACHMENT H**

Nebraska Department of Health and Human Services

**Frozen Core List**

Description	Grade	Manufacturer & Brand	Size	Est. Qty.	Bidder's Product Code Number	Case Price	Each Price (if sold by each)	Extended Price based on Case Price	List Any Changes from Spec
BROCCOLI CUTS	GRADE A/Fancy: No Substitution		30#	350					
BROCCOLI SPEARS	GRADE A/Fancy: No Substitution		12/2#	150					
BURRITOS BEEF & BEAN	N/A		72/4 OZ	150					
BURRITOS EGG & SAUSAGE	N/A		24/4 OZ	250					
CARROTS DICED	GRADE A/Fancy: No Substitution		30#	200					
CAULIFLOWER CUTS	GRADE A/Fancy: No Substitution		12/2#	250					
CINNAMON ROLL DOUGH	N/A		100/5 OZ	150					
CORN CUT FANCY	GRADE A/Fancy: No Substitution		30#	500					
EGGS SCRAMBLED MIX TRADITION	N/A		6/5#CTN	600					
ENCHILADAS BEEF	N/A		24/7 OZ	200					
FRENCH TOAST	N/A		144/1.5Z	150					
JUICE APPLE 100%	GRADE A/Fancy: No Substitution		96/4 OZ	400					
JUICE GRAPE 100%	GRADE A/Fancy: No Substitution		96/4 OZ	350					
JUICE ORANGE 100%	GRADE A/Fancy: No Substitution		96/4 OZ	450					
JUICE PRUNE 100%	GRADE A/Fancy: No Substitution		96/4 OZ	150					
LASAGNA W/MEAT & SAUCE	N/A		6 96 OZ	400					
MACARONI & CHEESE GOURMET	N/A		4/5#	250					
OMELETS SINGLE FOLD 6" PLAIN	N/A		84/3 OZ	300					
PEAS GREEN FANCY	GRADE A/Fancy: No Substitution		30#	300					
PIE CHERRY 10"	N/A		6/10"	150					

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POTATOES CRINKLE FRIES	GRADE A/Fancy: No Substitution		6/5#	250					
POTATOES TATER TOTS	GRADE A/Fancy: No Substitution		6/5#	500					
POTATOES TRI-PATTIES	GRADE A/Fancy: No Substitution		6/5#	250					
SALISBURY STEAK W/GRAVY	N/A		4 4.3#	600					
STRAWBERRIES SLICED	GRADE A/Fancy: No Substitution		6/6.5#	800					
VEGETABLES MIXED FANCY	GRADE A/Fancy: No Substitution		30#	400					
WAFFLES	N/A		72/3 OZ	200					
WHIPPED TOPPING	N/A		12/16 OZ	150					

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**ATTACHMENT I**

Nebraska Department of Health and Human Services

**Bread Core List**

Description	Manufacturer & Brand	Size	Est. Qty.	Bidder's Product Code Number	Case Price	Each Price (if sold by each)	Extended Price based on Case Price	List Any Changes from Spec
BREAD, RAISIN, SLICED		16 OZ	2800					
BREAD, RYE, JEWISH, SLICED		16 OZ	2500					
BREAD, RYE, MARBLE, SLICED		16 OZ	2500					
BREAD, SANDWICH, 100% WHOLE WHEAT, SLICED		24 OZ	5400					
BREAD, SANDWICH, WHITE, SLICED		24 OZ	5600					
BREAD, SANDWICH, WHOLE-GRAIN WHEAT, SLICED		24 OZ	3300					
BUNS, HAMBURGER, 4 INCH, WHOLE-GRAIN RICH, SLICED		12 CT	2100					
BUNS, HAMBURGER, SLICED		12 CT	3600					
BUNS, WEINER, CUT		16 CT	1900					
BUNS, WEINER, WHOLE-GRAIN RICH, CUT		12 CT	1200					
ROLLS, DINNER, WHITE		12 CT	3000					
ROLLS, DINNER, WHOLE-GRAIN RICH		12 CT	2000					
TEXAS TOAST, SLICED		24 OZ	1500					

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**ATTACHMENT J**

Nebraska Department of Health and Human Services

**Dairy Core List**

Description	Grade	Manufacturer & Brand	Size	Est. Qty.	Bidder's Product Code Number	Case Price	Each Price (if sold by each)	Extended Price based on Case Price	List Any Changes from Spec
BUTTER, U.S. GRADE AA	GRADE AA: No Substitution		59 CT 17#/CS	1200					
BUTTER, U.S. GRADE AA INDIVIDUAL WRAP	GRADE AA: No Substitution		90 CT	1000					
CHEESE AMERICAN LOAF YELLOW	N/A		6 5#	1100					
CHEESE AMERICAN SLICED	N/A		4 5#	1500					
CHEESE CHEDDAR MILD SHRED REGULAR	N/A		4 5#	900					
CHEESE MOZZARELLA SHRED	N/A		4 5#	600					
COTTAGE CHEESE, MILKFAT 2%	N/A		5#	400					
COTTAGE CHEESE, MILKFAT 4%	N/A		5#	1700					
CREAM CHEESE LOAF	N/A		10 3#	600					
FAT FREE YOGURT ASSORTED FLAVORS	N/A		48/6 OZ	300					
LACTOSE FREE 2% MILK, GRADE A (not to include soy, almond or coconut milk)	GRADE A: No Substitution		1/2 GAL	1200					
LOW FAT YOGURT ASSORTED FLAVORS	N/A		48/6 OZ	700					
MARGARINE, SOLID	N/A		1#	7200					
MILK, CHOCOLATE 1%, GRADE A	GRADE A: No Substitution		1/2 PINT	53000					
MILK, CHOCOLATE SKIM, GRADE A	GRADE A: No Substitution		1/2 PINT	95000					
MILK, WHITE 1%, GRADE A	GRADE A: No Substitution		1/2 PINT	450000					
MILK, WHITE 2%, GRADE A	GRADE A: No Substitution		GAL	7250					

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MILK, WHITE 2%, GRADE A	GRADE A: No Substitution		1/2 PINT	165000					
MILK, WHITE, FAT FREE, GRADE A	GRADE A: No Substitution		GAL	900					
MILK, WHITE, FAT FREE, GRADE A	GRADE A: No Substitution		1/2 PINT	55000					
MILK, WHITE, WHOLE, GRADE A	GRADE A: No Substitution		GAL	1300					
MILK, WHITE, WHOLE, GRADE A	GRADE A: No Substitution		1/2 PINT	55000					
SOUR CREAM, HEAVY	N/A		5#	600					
SOUR CREAM, LIGHT	N/A		5#	200					

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**ATTACHMENT K**

*Nebraska Department of Health and Human Services*

**Egg Core List**

Description	Egg Size	Case Size	Estimated Annual Usage (Cases)	Bidder to list Manufacturer & Brand Bidding	Size Bidding	\$ under Chicago Urner-Barry Market Price	\$ above Chicago Urner-Barry Market Price	Bidder's Product Code Number if applicable	List Any Changes from Spec
FRESH EGGS BULK - <b>GRADE A</b>	LARGE	30 DZ	600						

Description	Egg Size	Case Size	Est. Qty.	Bidder to list Manufacturer & Brand Bidding	Size Bidding	Bidder's Product Code Number if applicable	Case Price	List Any Changes from Spec
HARD SHELL PASTUERIZED EGGS - <b>GRADE A</b>	LARGE	30 DZ	800					

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## ATTACHMENT L

### *Nebraska Department of Health and Human Services* Catalog Bid Sheet

Grocery percent discount: \_\_\_\_\_

Frozen percent discount: \_\_\_\_\_

Bread percent discount: \_\_\_\_\_

Dairy percent discount: \_\_\_\_\_

Egg Product percent discount: \_\_\_\_\_

Pasteurized Egg percent discount: \_\_\_\_\_

Miscellaneous:  
Spices, Creamers, Conditments,  
Oils and Single Serving Packets  
Percent discount: \_\_\_\_\_

Produce percent discount  
(if available) \_\_\_\_\_

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**ATTACHMENT M**

Nebraska Department of Correctional Services & Department of Health and Human Services

**Combined Breakfast and School Lunch Program Core List**

Description	Grade Requested	Manufacturer & Brand	Case/Qty	Est. Case Qty	Bidder's Product Code Number	Specify Brand Pack Bidding and Individual Weight Size Bidding per Case	Case Price	Each Price (if sold by each)	Extended Price based on Case Price	List Any Changes from Spec
PASTA SPAGHETTI WHOLE GRAIN		NAME BRAND	2/10#	1						
PASTA ROTINI WHOLE GRAIN		NAME BRAND	2/10#	1						
CEREAL FROSTED MINI WHEAT SPOON WHOLE GRAIN		NAME BRAND	6/36 OZ	24						
CEREAL TOASTY O'S WHOLE GRAIN		NAME BRAND	4/34 OZ	130						
CEREAL TRIX WHOLE GRAIN		NAME BRAND	4/32 OZ	63						
CEREAL GOLDEN GRAHAMS WHOLE GRAIN		NAME BRAND	4/43.5 OZ	3						
TORTILLA CHIPS ROUND WHITE WHOLE GRAIN		NAME BRAND	6/2#	8						
JUICE PINEAPPLE 100% VIT C		NAME BRAND	966/4 OZ	7						
APRICOT HALVES 80/130 CHOICE JUICE PACK	B	NAME BRAND	6/#10	41						
POTATOES YAMS FANCY CUT LIGHT SYRUP	B	NAME BRAND	6/#10	339						
CORN CHIPS WHOLE GRAIN		NAME BRAND	90/1 OZ	32						

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JUICE ORANGE 100%			96/4 OZ	105					
JUICE GRAPE 100%			96/4 OZ	100					
JUICE APPLE 100%			96/4 OZ	115					
POTATO, TATER PUFF		SWEET THINGS POTATOES	6/2.5#	23					
FRIES SWEET POTATO JULIENNE CUT		NAME BRAND	5/3#	13					

**Milk/Dairy Products**

Description	Manufacturer & Brand Requested	Unit of Measure/Package Size	Estimated Usage per Unit	Bidder's Product Code Number	Specify Brand Pack Bidding and Individual Weight Size Bidding	Case Price (if sold by case)	Each Price (if sold by each)	Extended Price based on Case Price	List Any Changes from Spec
MILK, WHITE, FAT FREE, <b>GRADE A - No Substitution</b>		GAL	900						
MILK, WHITE, FAT FREE, <b>GRADE A - No Substitution</b>		1/2 PINT	55000						
FAT FREE YOGURT ASSORTED FLAVORS		48/6 OZ	300						
YOGURT VANILLA CUP	DANIMALS	48/4 OZ	36						
YOGURT STRAW / BANANA	DANIMALS	48/4 OZ	23						

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**Bread Products**

Description	Unit of Measure Package Size	Estimated Usage	Bidder's Product Code Number	Specify Brand Pack Bidding and Individual Weight Size Bidding	Unit Price	List Any Changes from Spec
BREAD, SANDWICH, WHOLE-GRAIN RICH, SLICED, 24 OZ	LV	3300				
BUNS, HAMBURGER, 1.5", WHOLE-GRAIN RICH, SLICE, 12 CT	PK	2100				
BUNS, WEINER, WHOLE- GRAIN RICH, CUT, 12 CT	PK	1200				
ROLLS, DINNER, WHOLE- GRAIN RICH, 12 CT	PK	2000				
BREAD COTTAGE, 100% WHOLE WHEAT, 24 OZ SLICED	LV	500				
BUNS, WEINER, CUT, WHOLE WHEAT, 16 CT	PK	586				
BREAD, 100% WHOLE WHEAT 20 OZ.	LV	2739				
BREAD, 51% WHOLE GRAIN, WHITE	LV	2,872				