

## **NOTICE INVITING BIDS**

The Jurupa Unified School District is requesting RFPs for **24-25-08NS – Dairy and Related Products**. RFPs will be received electronically through the District's electronic bid management system Planet Bids, <https://pbsystem.planetbids.com/portal/60604/portal-home>. All prospective proposers are required to register with Planet Bids, at no cost to the Vendor. Bids are due by **3:00 PM on Wednesday, June 25, 2025**. Any bids received after this time shall be nonresponsive and returned to the bidder.

**SCOPE:** The District is requesting RFPs for the delivery of dairy and related products that meet or exceeds nutrition and dietary guidelines and procurement regulations set forth by the USDA and California Department of Education. Dairy and Related Products are to be delivered to 25 sites daily or on an as-needed basis. Additional deliveries are needed for summer school at quantities and locations to be determined. The District reserves the right to purchase more or less than the estimated annual expenditure.

**MANDATORY PRE-BID CONFERENCE:** A mandatory pre-bid conference will take place on Wednesday, June 11, 2025, at 2:00 P.M. at the following location: JUSD District Office Board Room, 4850 Pedley Road, Jurupa Valley, CA 92509.

**MANDATORY SAMPLE TASTE TEST:** The District will conduct a mandatory sample taste test on Friday, June 27, 2025. Please contact Purchasing for the location and time for the taste test, as well as a list of the items requested and the quantities. Samples must be as specified in the Bid Documents.

**BID DOCUMENTS:** The Bid Documents may be obtained through Planet Bids on or after June 2, 2025. All notices, clarifications, and amendments to this RFP will be distributed via the aforementioned website. The District shall not be responsible for sending individual notifications of changes or updates to any respondents. It is the sole responsibility of the bidder to remain apprised of changes to this RFP.

**REQUIRED RFP FORMS:** RFPs must be submitted on District RFP forms. No other forms will be accepted.

**REQUESTS FOR INFORMATION:** May be submitted via the Jurupa USD Planet Bids Portal – Q&A. All other inquiries can be directed to Elizabeth Massie, Senior Buyer, Purchasing Department, 951-416-1590, [elizabeth\\_massie@jUSD.k12.ca.us](mailto:elizabeth_massie@jUSD.k12.ca.us). Requests for information must be submitted prior to Monday, June 16, 2025, at 12:00pm.

**RFP IRREGULARITIES:** The Jurupa Unified School District and its Board of Trustees reserve the right to accept or reject any or all bids in whole or in part, to be the sole judges of the merits and qualifications of items offered, to waive any informality in the RFP, and to not necessarily accept the lowest bid offered. The delivery date, specifications, and quality of the items will be considered when making the selection.

By: Jeffrey Lewis, Director of Purchasing, Jurupa Unified School District

Advertised: June 2, 2025 and June 9, 2025 - Press-Enterprise