

2026 - 2026 OFFICIAL DISTRIBUTOR INVITATION NEW CCS IFB/CONTRACT

Granville County Schools
5/22/2026
IFB/Contract #390 – 2026 - 2027

*This invitation is issued to Distributors with interest in submission of a NEW CONTRACT for the procurement and delivery of milk products for federally-funded School Nutrition programs operating in our School District. The awarded contract becomes the **FIRST YEAR** of a contract with the potential of four – one-year renewals provided Vendor and School District agreement terms are accepted.*

INVITATION TO DISTRIBUTORS WITH NEW 2026-2026 GCPS BIDS

BID OPENING DATE June 9th **TIME OF BID OPENING:** 10:00 a.m.

LOCATION: Granville County Schools – Child Nutrition Office
305 Wilton Avenue, Creedmoor NC 27522

DISTRIBUTORS SUBMITTING NEW IFB/CONTRACT BIDS:

- Information needed to complete this bid is found in the attached **Distributor New Bid Documents, Attachments, Official IFB/Contract and Official Bid Spreadsheets**. The **2026-2027 New Bid Certification and Agreement details the required documents**.
- Distributors submitting NEW GCPS School District Bids for Milk products ARE REQUIRED TO ATTEND THE OFFICIAL CCS BID OPENING ON June 9th, 2026. The Distributor (or designee) delivering bid documents must **sign in at the Granville County Schools Child Nutrition Office Front Desk prior to 10:00 a.m.** to hand deliver sealed bids to school district administrator in the conference room.
- *The GCPS SN Staff uses the new bid pricing to conduct the required Pre-Award Bid Audit immediately after bid opening.*
- **Specifications for Distributor Bid Products may be provided**, including the Buy American (BA) and Allergen Information, **with NEW or RENEWAL bid packages, but no later than June 1st of the contract year.** NOTE: USDA requires BA only for products that are part of the school meal components: meat/meat alternate, grains, fruits/vegetables and fluid milk.

BID OPENING PROCEDURES:

- Required (1) bid signatures and (2) evidence of contract language changes are reviewed by the School District representative at the opening. These are non – negotiable contract requirements and will result in immediate bid disqualification.
- A School District representative may appoint a designee to receive and open bids on their behalf. In emergency situations, a GCPS Finance Team member may receive/open/announce bottom line bid tabulations on behalf of an absent SN Staff member.
- **Only Bid Totals and the Apparent Preliminary Bid winner will be announced at the Bid Opening.**
- Absolutely no open discussion or questions will be allowed regarding the bid procedures or bid language at the Opening.
- Distributor questions pertaining to such shall be put in writing and delivered to Margaret Strong, School Nutrition Director, for clarification by the GCPS CN Staff. Official clarification will be e-mailed to all vendors after the Official Bid Opening.

2026 - 2026 OFFICIAL DISTRIBUTOR INVITATION NEW CCS IFB/CONTRACT

ACTIONS REQUIRED PRIOR TO SCHOOL DISTRICT ANNOUNCEMENT OF BID AWARD

- The CCS Audit Committee will complete and approve the **Distributor Pre - Bid Award Audit**. Any change in unit price due to the audit will be sent to the School District for correction to the line extension and to the bottom-line dollar amount of the bid.
- Distributor bid tabulations by line items are reviewed, corrected and Distributor Bid Total is verified by the School District. Mathematical errors made by the Distributor are reported by the School District to the vendor in writing (e-mail) and corrected.
- **Preliminary Award Letter** is sent from the School District to ALL Distributors submitting bids noting the verified bottom line bid totals from each bidder.
- **The Official Bid Certification and Agreement** page is signed by School District/Co-Op Representative after local approval. One copy is filed by the School District (Co-Ops should provide copies to all school district members) one copy is mailed to Awarded Distributor.
- **Final Official Notification** of bid award is the issuance of a **Purchase Order** to the Awarded Vendor.

BID QUESTIONS – SCHOOL DISTRICT CONTACT

Name: Margaret Strong

E-Mail: strongm@gcs.k12.nc.us

Phone: 252-431-7734