INVITATION FOR BID
ATTENTION: This is not an order. Read all instructions, terms and conditions carefully.

INVITATION NO.: UK-1822-18
Issue Date: 2/2/18
Title: Dairy Feed
Contracting Officer: Rebecca Purcell
Phone/Email: 859-257-5479/ rpurcell@uky.edu

RETURN ONE ORIGINAL COPY AND ONE CD OF BID TO:
UNIVERSITY OF KENTUCKY PURCHASING DIVISION BID DESK,
BID # UK-1822-18, BID DATE 2/14/18
322 PETERSON SERVICE BLDG.
411 South Limestone
LEXINGTON, KY 40506-0005

Issue Date: 2/2/18
Title: Dairy Feed
Contracting Officer: Rebecca Purcell
Phone/Email: 859-257-5479/ rpurcell@uky.edu

IMPORTANT: BIDS MUST BE RECEIVED BY 2/14/18 @ 3:00 P.M. LEXINGTON, KY TIME

The University's General Terms and Conditions and Instructions to Bidders, viewable at www.uky.edu/Purchasing/terms.htm, apply to this Invitation for Bid. When the Invitation for Bid includes construction services, the University's General Conditions for Construction and Instructions to Bidders, viewable at www.uky.edu/Purchasing/ccphome.htm, apply to the Invitation for Bid.

AUTHENTICATION OF BID AND STATEMENT OF NON-COLLUSION AND NON-CONFLICT OF INTEREST
I hereby swear (or affirm) under the penalty for false swearing as provided by Kentucky Revised Statutes (KRS) 523.040:
1. That I am the bidder (if the bidder is an individual), a partner, (if the bidder is a partnership), or an officer or employee of the bidding corporation having authority to sign on its behalf (if the bidder is a corporation);
2. That the attached bid has been arrived at by the bidder independently and has been submitted without collusion with, and without any agreement, understanding or planned common course of action with, any other vendor of materials, supplies, equipment or services described in the Invitation for Bids, designed to limit independent bidding or competition;
3. That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids and will not be communicated to any such person prior to the official opening of the bid or bids;
4. That the bidder is legally entitled to enter into contracts with the University of Kentucky and is not in violation of any prohibited conflict of interest, including those prohibited by the provisions of KRS 164.390, 45A.330 to 45A.340.
5. That the Bidders, and its affiliates, are duly registered with the Kentucky Department of Revenue to collect and remit the sales and use tax imposed by Chapter 139 to the extent required by Kentucky law and will remain registered for the duration of any contract award.
6. That I have fully informed myself regarding the accuracy of the statement made above.

COLLUSION PROHIBITED
Any agreement or collusion among bidders or prospective bidders which restrains, tends to restrain, or is reasonably calculated to restrain competition by agreement to bid at a fixed price or to refrain from bidding, or otherwise, is prohibited, in accordance with KRS 45A.325.

SWORN STATEMENT OF COMPLIANCE WITH CAMPAIGN FINANCE LAWS
In accordance with KRS 45A.110(2), the undersigned hereby swears under penalty of perjury that he/she has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky and that the award of a contract to a bidder will not violate any provision of the campaign finance laws of the Commonwealth of Kentucky.

CONTRACTOR REPORT OF PRIOR VIOLATIONS OF KRS CHAPTERS 136, 139, 141, 337, 338, 341 & 342
The contractor, by signing and submitting a bid on this invitation, agrees as required by KRS 45A.485 to submit final determinations of any violations of the provisions of KRS Chapters 136, 139, 141, 337, 338, 341 and 342 that have occurred in the previous five (5) years prior to the award of a contract and agrees to remain in continuous compliance with the provisions of these statutes during the duration of any contract that may be established. Final determinations of violations of these statutes must be provided to the University by the successful contractor prior to the award of a contract.

ALL BIDS ARE TO BE "F.O.B. DESTINATION – FREIGHT PREPAID AND ALLOWED"

DELIVERY AFTER RECEIPT OF ORDER:
NAME OF COMPANY:
PHONE:
FEDERAL EMPLOYER ID NO.:
ADDRESS:
FAX:
PAYMENT TERMS:
ADDRESS:
E-MAIL:
SHIPPING TERMS: F.O.B. DESTINATION – PREPAID AND ALLOWED
CITY, STATE & ZIP CODE:
WEB ADDRESS:
DUNS #
SIGNATURE:
DATE:

SIGNATURE REQUIRED: This bid cannot be considered valid unless signed and dated by an authorized agent of the bidder. Type or print the information requested in the spaces provided.

Revised January 5, 2017
UNIVERSITY OF KENTUCKY
INSTRUCTIONS TO BIDDERS

All University of Kentucky bid solicitations are made upon and subject to the following conditions:

1 Preparation of Bids

1.1 All solicitations are subject to the provisions and requirements of any applicable Kentucky Revised Statutes, including the Kentucky Model Procurement Code, and the rules, regulations and policies of the University of Kentucky including the University of Kentucky’s General Terms and Conditions.

1.2 Bidders are expected to examine the complete bid and all attachments including drawings, specifications and instructions. Failure to do so is at bidder’s risk.

1.3 Bidders shall furnish information required by the solicitation in the form requested. The University reserves the right to reject bids with incomplete information or which are presented on a different form.

1.4 All bids must be legible. A legally authorized company representative shall sign all bids in the appropriate location. Erasures or other changes must be initialed by the person signing the bid. Signature on a bid certifies that the bidder has read and fully understands all bid specifications and bidder agrees to all terms and conditions stipulated in the Invitation For Bids (IFB).

1.5 Bid prices shall be entered in spaces provided on the bid form. All unit prices and mathematical extensions and totals shall be indicated where required. In cases of errors in extensions or totals the unit price will govern.

1.6 Should any potential bidder doubt the true meaning of any part of the solicitation, a written request for an interpretation may be submitted to the University. Requests for such interpretation shall be made in writing to the appropriate Contracting Officer identified in the solicitation. Every interpretation made shall be in the form of an “addendum” to the solicitation sent as promptly as is practicable to all prospective bidders to whom the solicitation has been issued. Failure by the University to send or any potential bidder to receive such interpretation(s) shall not relieve any bidder from any obligations under the bid solicitation or the bidder’s response. Any interpretations, corrections or changes to the solicitation made in any other manner, including oral explanations and instructions, are not binding upon the University.

1.7 Bidders or potential bidders are required to coordinate all discussions concerning solicitations through the appropriate Contracting Officer or other purchasing official within the University of Kentucky Purchasing Division. Bidders or potential bidders are not authorized to communicate with any University administrator, faculty, staff, or Board of Trustees member concerning this solicitation. Failure to comply with this requirement is grounds for the bidder’s disqualification.

1.8 Unless otherwise stipulated in a bidder’s response, the bidder’s offer is in strict accordance with the University’s specifications and terms and conditions of the Invitation For Bids. Any deviations must be fully itemized in detail. Any deviations from the requirements of this solicitation are at bidder’s risk and the University may determine the bid to be non-responsive.

2 Submission of Bids

2.1 Bids, and modifications thereof, shall be returned in a sealed envelope and submitted in such a manner as to ensure their arrival in the University of Kentucky Purchasing Division before the due date and time set forth in the solicitation. The time shown on the recording clock in the Purchasing Division is the official time. Unless otherwise indicated in the solicitation no oral, facsimile, e-mail or telephone bids will be accepted.

2.2 Bids may be modified or withdrawn in writing or in person by an authorized representative if done so prior to the exact time and date for receipt of the bids. Telephone and facsimile modifications or withdrawals are not permitted. Withdrawn bids may be resubmitted, with or without modifications, up to the solicitation due date and time. No bids may be withdrawn after the due date and time without the express authorization of the University of Kentucky Purchasing Division.
2.3 Bids received after the designated time and date in the solicitation will not be considered. Bids will or will not be publicly opened and read in accordance with the Invitation For Bids.

2.4 Bidders shall show the bid due date and time, the solicitation number, and the name and address of the bidder on the face of the bid envelope.

2.5 All bids will be considered firm for a period of forty-five (45) calendar days from the bid opening date.

3 Specification Requirements

3.1 Unless otherwise specified in the solicitation, all items bid are to be new, unused, and not remanufactured in any way.

3.2 Whenever a trade name, brand name, or model and catalog numbers followed by the words “or equal” or “approved equal” are used in the bid invitation it is for the purpose of item identification and to establish standards of quality, style, and features. Bids on equivalent items, substantially the same, are invited. However, to receive consideration, sufficient descriptive literature and/or specifications to clearly identify the item and provide for competitive evaluation must accompany the bid. The University will be the sole judge of equality and suitability. If bidder does not identify exceptions to the specifications shown in the IFB, bidder will be required to furnish the brand name(s), models, numbers, etc. specified in the IFB.

3.3 Unless stated otherwise in the solicitation, alternate bids will be considered. Alternate bids may be made in addition to responding to the solicitation or as the only response to the solicitation. However, the University is under no obligation to consider or accept an alternate bid and it reserves the right to reject any and all such bids.

3.4 The University reserves the right to request samples of any or all items bid in order to determine compliance with the specifications. The bidder must provide the samples within ten (10) days of the request and at no charge to the University. Samples are non-returnable. Failure to comply may be cause for rejection of the bid.

3.5 Bidders shall clearly delineate any deviations or exceptions from the bid specifications.

3.6 Except as otherwise provided in the solicitation, all bid prices must be firm. Prices subject to qualifications, such as escalation or other variables, may be rejected as non-responsive.

3.7 Unless otherwise stipulated in the solicitation, all quantities are estimates and do not represent a minimum guarantee. The University is obligated to purchase only those quantities needed during the term of the contract and it reserves the right to purchase more or less than the estimated quantities. The University is obligated only for those quantities ordered.

3.8 Proposed delivery dates shall be stated in number of calendar days after receipt of order.

3.9 All offers shall be F.O.B. destination, freight prepaid and allowed.

4 Bid Evaluation and Award

4.1 Bids will be evaluated and the award made to the lowest responsive, responsible bidder who offers the best value to the University and meets the terms, conditions and specifications of the Invitation For Bids.

4.2 The term “Responsible Bidder” means a person, company, or corporation who has the capability in all respects to perform fully the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether a Bidder is responsible, the University may evaluate various factors including (but not limited to) financial resources; experience; organization; technical qualifications; available resources; record of performance; integrity; judgment; ability to perform successfully under the terms and conditions of the contract; and adversarial relationship between the Bidder and the University that is so serious and compelling that it may negatively impact the work performed under this Invitation for Bid; or any other cause determined to be so serious and compelling as to affect the responsibility of the Bidder.

4.3 The University reserves the right to accept or reject any and all bids or part of a bid and waive informalities, technical defects and minor irregularities in the bids received. Further, the University reserves the right to
make a single award, split awards, make multiple awards or no award whichever is in the best interest of the University.

4.4 Unless stated otherwise in the solicitation, the University reserves the right to award the contract to the lowest aggregate bidder for all items, on an item by item basis, or a group of like items whichever is found to be in the best interest of the University. The University will consider bids submitted on an “all or nothing” basis if the bid is clearly designated as such.

4.5 In accordance with KRS 45A.494, a resident bidder of the Commonwealth of Kentucky shall be given a preference against a nonresident bidder. In evaluating proposals, the University will apply a reciprocal preference against a bidder submitting a proposal from a state that grants residency preference equal to the preference given by the state of the nonresident bidder. Resident bidder and nonresident bidder shall be defined in accordance with KRS 45A.494(2) and 45A.494(3), respectively. Any Respondent claiming Kentucky residency status shall submit with its proposal a notarized affidavit affirming that it meets the criteria as set for in the above referenced statute.

4.6 The University shall issue a price contract or purchase order as its notification of award to the successful bidder(s). Until such date a price contract or purchase order is issued, nothing shall be construed to constitute a binding agreement between the University and the bidder.

5 Payment and Taxes

5.1 The successful bidder shall be paid, at the prices stipulated, for items or services delivered and accepted, upon the submission of proper invoices to the billing address shown on the purchase order. The University’s standard payment terms are net 30 days after acceptance.

5.2 Bidders may offer prompt payment discounts. The University will not consider any prompt payment discounts in determining the bid award.

5.3 The University utilizes a procurement card program as the preferred method of payment. The University assumes that all successful bidders will accept the University’s procurement card as a method of payment unless a specific exception is stated in the bidder’s response to the IFB. No additional charges may be added for acceptance of the procurement card.

5.4 The University is tax exempt from the provisions of the Kentucky Sales and/or Use Tax (Tax Exemption # A00276) on materials and equipment under this solicitation. The University is also entitled to exemption from the Federal Excise Tax. All bidders shall take this into consideration when submitting their bid. Exemption certificates will be furnished upon request. Bidders are informed that material purchased by the contractor for the performance of this contract for the University are not exempt from the provisions of the Kentucky Sales and/or Use Tax. All adjustments and allowances for the current sales and/or use tax shall be included in the bid price.

6. Kentucky’s Personal Information Security and Breach Investigation Procedures and Practices Act

To the extent Company receives Personal Information as defined by and in accordance with Kentucky’s Personal Information Security and Breach Investigation Procedures and Practices Act, KRS 61.931, 61.932 and 61.933 (the “Act”), Company shall secure and protect the Personal Information by, without limitation: (i) complying with all requirements applicable to non-affiliated third parties set forth in the Act; (ii) utilizing security and breach investigation procedures that are appropriate to the nature of the Personal Information disclosed, at least as stringent as University’s and reasonably designed to protect the Personal Information from unauthorized access, use, modification, disclosure, manipulation, or destruction; (iii) notifying University of a security breach relating to Personal Information in the possession of Company or its agents or subcontractors within seventy-two (72) hours of discovery of an actual or suspected breach unless the exception set forth in KRS 61.932(2)(b)2 applies and Company abides by the requirements set forth in that exception; (iv) cooperating with University in complying with the response, mitigation, correction, investigation, and notification requirements of the Act , (v) paying all costs of notification, investigation and mitigation in the event of a security breach of Personal Information suffered by Company; and (vi) at University’s discretion and direction, handling all administrative functions associated with notification, investigation and mitigation.
SCOPE

This Invitation for Bids is to establish a Price Contract for Dairy Feed for the University of Kentucky, Lexington, Kentucky.

CONTRACT PERIOD

The Price Contract(s) established from this Invitation for Bids will be in effect for one year from date of award with the option to renew for four (4) additional years in one year increments upon mutual consent of the University and the successful contractor.

TERMS AND CONDITIONS

The University’s General Terms and Conditions and Instructions to Bidders, viewable at www.uky.edu/Purchasing/terms.htm apply to this Invitation to Bid. When the Invitation for Bid includes construction services, the University’s General Conditions for Construction and Instructions to Bidders, viewable at www.uky.edu/Purchasing/ccphome.htm, apply to the Invitation for Bid.

PRICE CHANGES

Prices will remain firm for the initial period (see contract period) of the price contract. The University or contractor may request a change in prices to be in effect for the length of the extension period. Any request for price changes must be received in the Purchasing Division in writing 30 days prior to the end of the current contract period. Upon approval by the Purchasing Division, prices shall remain firm for the length of the contract period. Any price changes must be substantiated by firm proof that conditions have changed in the industry, which would warrant a change in price.

EXTENDED PRICING

Is the bidder willing to extend pricing to other state universities and University affiliate organizations within the Commonwealth of Kentucky?

YES ☐ NO ☐

RESTRICTIONS ON COMMUNICATIONS WITH UNIVERSITY STAFF

From the issue date of this IFB until a Contractor is selected and a contract award is made, Bidders are not allowed to communicate about the subject of the IFB with any University administrator faculty, staff, or members of the Board of Trustees except:

- The Purchasing Office representative, any University Purchasing Official representing the University administration, or others authorized in writing by the Purchasing Office and
- University Representatives during Bidders presentations.

If violation of this provision occurs, the University reserves the right to reject the Bidder’s proposal.

INVITATION SUBMISSION AND DEADLINE

The University of Kentucky accepts deliveries of IFB’s Monday through Friday from 8:00 am – 5:00 pm Lexington Kentucky time. However, IFB’s must be received by 3:00 pm Lexington Kentucky time on the date specified on the IFB in order to be considered.

NOTE: Bidders are requested to include an electronic storage device (CD or USB) with their bid response in addition to the printed hard copy of the bid.
QUANTITIES

All yearly quantities referenced are ESTIMATES only. The University makes no guarantee or promise as to the actual quantities ordered.

POTENTIAL FEED TOXINS AND CONTAMINANTS

This feed, with all components, must meet or exceed all FDA guidelines for mycotoxins, toxins, and contaminants. In the event feed does not meet or exceed all FDA guidelines, successful contractor shall be fully responsible and hold all liability for any damage to the University's animals as well as any and all liability that may result from the products produced by the animals.

WEIGHING REQUIREMENTS

Bulk feed delivered by successful contractor may be required to be weighed on bonded scales in the Lexington area. A copy of the weight ticket must be left with the person who signs for delivery. Upon completion of each delivery, invoices and weigh tickets must be sent directly to the using department at the address shown on the purchase order. Weights may be taken on bulk items at:

- Blue Grass Grain
  333 Henry Street
  Lexington, Kentucky

Or other bonded scales in the Central Kentucky area.

DELIVERY

Orders must be delivered within 48 hours of order placement.
BID SPECIFICATIONS AND PRICING FORM

SECTION I - Dairy Milking Herd Concentrate Mix

Attachment A: UK Coldstream Lactating Grain Mix (Bulk) is for informational purpose only. It is what is being fed currently.

IMPORTANT NOTE: A formulated list of ingredients and quantity of each ingredient of the below mix must be submitted with bidder's response. In addition, the Attachment B spreadsheet to calculate NEL and RUP must be completed and submitted as a Microsoft Excel file or similar program. A printed copy of the completed Attachment B spreadsheet must accompany the bid response and an electronic version of the completed Attachment A must be on the electronic storage device (CD or USB) accompanying the bid response. Failure to submit these materials as required may result in rejection and disqualification of bid submission.

This formulated listing must be approved by the University to meet the required guaranteed analysis or calculations specified below. Any formulated listing, not meeting these criteria, is subject to bid rejection. Failure to include this formulated listing with bid submission may be cause for bid rejection. Formula submitted by successful contractor cannot be altered during the contract period.

The Attachment B spreadsheet is available for download from the Purchasing Division website at: http://www.uky.edu/Purchasing/bidlist.htm.

Important: If a bidder plans to use an ingredient in the formulation which is not listed on the Attachment B, they must contact the Contracting Officer (listed on page 1) requesting the ingredient be added to the Excel spreadsheet allowing the NEL and RUP calculations to populate. The University must have reasonable advance notice prior to the bid due date if an ingredient, other than those listed in the Attachment B, is requested to add to the listing.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>ESTIMATED YEARLY QUANTITY</th>
<th>UNIT COST PER TON</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Dairy Milking Herd Concentrate Mix</td>
<td>450 tons</td>
<td>$________</td>
<td>$________</td>
</tr>
</tbody>
</table>

Required guaranteed analysis of feed:

- A. Crude Protein (See Below) 20.00% dry matter basis
- B. Crude Fat – not less than 4.00% dry matter basis
- C. Acid Detergent fiber– not more than 8.00% dry matter basis
- D. Calcium  between 1.3 to 1.4% dry matter basis
- E. Phosphorus  between 0.48 to 0.55% dry matter basis
- F. Sulfur  between 0.30 to 0.35% dry matter basis
- G. Potassium  between 0.95 to 1.05% dry matter basis

The following ingredients may be used to meet the above guaranteed analysis: Wheat middlings or shorts, corn or hominy feed, distillers dried grains, corn gluten feed, soybean meal, cottonseed meal, soybean hulls, or others submitted with bid response, as part of the formulated listing of ingredients, and subject to approval by the University.
Available protein (based on test from Dairy One Lab) must be at least 97% of crude protein.

Additional nutrient calculations and specifications
1. Net Energy for lactation- must be calculated using attached spreadsheet and NEL values calculated to contain at a minimum 0.82 Mcal/lb DM
2. RUP (% of dry matter)—40-44% DM basis- must be calculated using attached spreadsheet (values for RUP cannot be altered)

Ingredients are to be provided in a non-pelleted form.

Flexible formula allowed but meeting specified nutrient requirement and the following parameters:

A. No more than 50lb/ton DDGS
B. No more than 3lb/ton of Urea
C. No more than 50lb/ton of Corn Syrup
D. No animal protein or by-product products
E. No malt sprouts or cottonseed hulls

Lactating grain mix nutrient contents, including RUP, will be evaluated randomly by an independent commercial laboratory to ensure mix meets desired nutrient specifications:

A. Allowable nutrient variation will be 5% from that specified in the originally specified formulation (e.g. CP specified to be 15.14% CP but allowable at +/- 0.75% units; equaling allowable range of 14.38 to 15.89% CP)

If mix found outside of accepted nutrient specs tolerance, contract may be voided.

The following additional ingredients should be included per ton:

A. Sodium bicarbonate 30 lbs.
B. Magnesium oxide 10 lbs.
C. Fat source (non-vegetable) 20 to 40 lbs.
   (No additional high fat sources since the diet contains whole cottonseed)
   ---OR-- Cane Molasses – not more than 100 lbs.
D. Urea cannot be used as protein source
E. White Salt (not Trace mineralized salt) 15 lbs.
F. Vitamin A and D supplement to supply 4,500 units Vitamin A and 1,500 units
G. Vitamin D per lb. of finished feed.(Premix feed tag provided)
H. Vitamin E supplement to supply 25 IU/lb of finished feed.(Premix feed tag provided)
I. Trace mineral supplement (these amounts are in addition to those supplied by feed ingredients, such as soybean meal) should supply a minimum of the following trace minerals (ppm on dry matter basis): These minerals will not be provided in the oxide form and half of the copper, zinc and manganese will be in organic form. Preferred company and source: Zimpro Avalia 4 w/DDG.
selenium, 0.6 ppm dry matter basis
copper, 20.0 ppm dry matter basis
zinc, 60.0 ppm dry matter basis
cobalt, 0.50 ppm dry matter basis
iodine, 1.20 ppm dry matter basis
manganese, 80.0 ppm dry matter basis
iron, no supplemental sources.

Copies of all feed tags from minerals and vitamins showing nutrient composition and guaranteed analysis must accompany bid response. Failure to meet this requirement may be cause for rejection of bid. The successful contractor shall be required to mix all trace minerals together as a trace mineral premix which then will be added when feed is mixed.

J. The University reserves the right to make minor changes in the macro mineral content of this grain mix to reflect changes in current forage and cottonseed nutrient analyzes during the contract period.

Secondary Information – provide answers to the following questions:

1. The end-using department requests that you price the following additives. These additives will potentially be added to the complete feed. This complete feed will be fed at a rate of 24 lb/day/cow.

* For each feed additive, feed label must be supplied indicating concentration of feed additive and source company.

<table>
<thead>
<tr>
<th>Feed Additive</th>
<th>Complete company name* and company</th>
<th>Amount to be added daily per cow</th>
<th>Amount added per ton of complete feed</th>
<th>Additional Cost per ton</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monensin</td>
<td></td>
<td>24 g rumensin/ton as fed</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Integral-Alltech</td>
<td></td>
<td></td>
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<tr>
<td>Yeast</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Megalac R</td>
<td></td>
<td></td>
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<tr>
<td>Biotin</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>½ Se as sodium Selenite:1/2 SelPlex (total 0.6 ppm in complete feed)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. If the quality or quantity of forages harvested is altered from expected values such that the crude protein content of the above energy concentrate mix needs to be increased by 2 percentage units, what will be the additional cost per ton? The specifications of this grain mix will remain identical except the crude protein content will be increased by 2% units.

$________________