

HPS SCHOOL FOOD PURCHASING PROGRAM

REQUEST FOR PROPOSAL

JULY 1, 2024 – JUNE 30, 2025

(Optional Renewal July 1, 2025 – June 30, 2026, July 1, 2026 – June 30, 2027, July 1, 2027 – June 30, 2028, and July 1, 2028 – June 30, 2029)

TIME LINE

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| A. Pre-Proposal Announcement Issued | February 9, 2024 |
| B. Due Date for Pre-Proposal Announcement Responses | February 28, 2024 |
| C. Request for Proposal Issued | March 8, 2024 |
| D. Pre-RFP Vendor Meeting 3:00(EST) Virtual* | March 22, 2024 |
| E. Deadline for Clarification Requests | March 25, 2024 |
| F. Due Date for RFP Responses at or before 5:00pm (EST) | April 22, 2024 |
| G. Public Proposal Opening @ 4:00(EST) held at HPS office | April 25, 2024 |
| H. Evaluation of Responses | April 26, 2024 – May 29, 2024 |
| I. Notification of Contract Award on or before | June 10, 2024 |
| J. Contract Start Date | July 1, 2024 |

* Please call (269) 795-3308 for virtual meeting information.