

FOOD SERVICE REQUEST FOR PROPOSAL SY 2021-2022

Background

AFIA posted a Request for Proposal (RFP) for a 5 year food service contract. The request was reviewed and approved by DESE as required. Two companies responded to the RFP. One company did not comply with the RFP requirements. (The wrong form was completed).

After the contract was awarded to the other company, the non-compliant bidder (“nc-bidder”) requested further information. AFIA informed the nc-bidder that their bid did not comply with the RFP’s requirements.

The nc-bidder informed AFIA of a clerical error with the paperwork, submitted pricing information not submitted in the initial bid, and asked that the RFP process be reopened.

Recommendation:

- Do not reopen the RFP process. The Board will be asked to approve this decision at the August Board meeting.

Reasoning:

- The RFP was clear and approved by DESE. All bidders had the opportunity to ensure their bids complied with bidding requirements.
- The nc-bidder is eligible to submit bids for future RFP’s.