

REQUEST FOR PROPOSALS

Instructions

1. Bidders must submit sealed proposals in an envelope clearly labeled with the Item Description shown above on the outside of the envelope. Proposal envelopes and any information relative to the proposal must be addressed to:

Purchasing Department, Suite 206
ATTN: Thomas Morgan
797 Westminster Street
Providence, RI 02903

2. Bidders must include at least one original, one copy, and a digital PDF copy on a flash drive.
3. Proposal responses must be ink or typewritten.
4. Bidders are advised that all materials submitted to Providence Public Schools for consideration in response to this Request for Proposals shall be considered to be public records as defined in [R.I. General Law Section 38-2 et seq](#) without exception and may be released for public inspection. All proposals submitted become the property of Providence Public Schools.
5. Bid proposals that are not presented to the Providence Public Schools Purchasing Department at the time of opening for whatever cause will be deemed to be late and will not be considered. Postmarks shall not be considered proof of timely submission.
6. Questions regarding this request for proposals must be submitted to the Subject Matter Expert via email by the question deadline listed above. Questions will be answered via addendum to be posted publicly on the Providence Schools website. Bidders are responsible for checking the website for all addenda distributed in response to questions and requests for additional information.

11. Only one shipping charge will be applied in the event of partial deliveries for blanket or term contracts.
12. For contracts involving construction, alteration and/or repair work, the provisions of State Labor Law concerning payment of prevailing wages apply (See R.I. General Law [Section 37-13-1](#) et seq. as amended).
13. All proposals will be disclosed at the opening date and time listed above.
14. Awards will be made within ninety (90) days of the proposal opening. All proposal prices will be considered firm, unless qualified otherwise. Requests for price increases will not be honored.
15. No goods should be delivered and no work should be started without a Purchase Order from Providence Public Schools.
16. Prior to commencing performance under the contract, the successful bidder (the "Contractor") shall attest to compliance with provisions of R.I. General Law [Section 28-29-1](#) et seq. If exempt from compliance, the Contractor shall submit a sworn Affidavit by a corporate officer to that effect.

24. The Contractor is not an employee of District and is not entitled to fringe benefits, pension, workers' compensation, retirement, etc. District shall not deduct Federal income taxes, FICA (Social Security), or any other taxes required to be deducted by an employer, as this is the responsibility of the Contractor.
25. The Contractor understands products produced as a result of the contract are the sole property of the District and may not be used by the Contractor without the express written permission of the District.
26. The Contractor agrees to hold District and the City of Providence harmless from any and all damages incurred by District or the City by reason of the Contractor's negligence or breach of contract, including without limitation, damages of every kind and nature, out-of-pocket costs, and legal expenses.
27. The contract may not be modified or amended in any way except by mutual agreement in writing and signed by each party. Notwithstanding the foregoing, and subject to the provision concerning exceptions, modifications, or deviations set forth in Paragraph 7 hereinabove, the General Terms shall not be modified or amended in any way by subsequent agreement. In the event of a conflict between the General Terms and any subsequent modification or amendment to the contract, the General Terms shall control.
28. The Contractor expressly submits itself to and agrees that all actions arising out of or related to the contractor relationship between the parties shall occur solely in the venue and jurisdiction of the State of Rhode Island.
29. District agrees and acknowledges that Company and its licensors own all intellectual property rights in and to the Products including, without limitation, the SPIRIT, EXPLORE, TAGS, CTS, CTS-03, CTS-03-01, CTS-03-02, CTS-03-03, CTS-03-04, CTS-03-05, CTS-03-06, CTS-03-07, CTS-03-08, CTS-03-09, CTS-03-10, CTS-03-11, CTS-03-12, CTS-03-13, CTS-03-14, CTS-03-15, CTS-03-16, CTS-03-17, CTS-03-18, CTS-03-19, CTS-03-20, CTS-03-21, CTS-03-22, CTS-03-23, CTS-03-24, CTS-03-25, CTS-03-26, CTS-03-27, CTS-03-28, CTS-03-29, CTS-03-30, CTS-03-31, CTS-03-32, CTS-03-33, CTS-03-34, CTS-03-35, CTS-03-36, CTS-03-37, CTS-03-38, CTS-03-39, CTS-03-40, CTS-03-41, CTS-03-42, CTS-03-43, CTS-03-44, CTS-03-45, CTS-03-46, CTS-03-47, CTS-03-48, CTS-03-49, CTS-03-50, CTS-03-51, CTS-03-52, CTS-03-53, CTS-03-54, CTS-03-55, CTS-03-56, CTS-03-57, CTS-03-58, CTS-03-59, CTS-03-60, CTS-03-61, CTS-03-62, CTS-03-63, CTS-03-64, CTS-03-65, CTS-03-66, CTS-03-67, CTS-03-68, CTS-03-69, CTS-03-70, CTS-03-71, CTS-03-72, CTS-03-73, 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CTS-03-989, CTS-03-990, CTS-03-991, CTS-03-992, CTS-03-993, CTS-03-994, CTS-03-995, CTS-03-996, CTS-03-997, CTS-03-998, CTS-03-999, CTS-03-1000.

as name, address and/or telephone number or (ii) can be used to authenticate that individual, such as passwords, unique identification numbers or answers to security questions or (iii) is protected under Applicable Laws. For the avoidance of doubt, PII does not include aggregated, anonymized data derived from an identified or identifiable individual

e. District represents and warrants that:

- i. any such FERPA Data released to Company has been released pursuant to, among other things, [redacted]

parties by the other party or commercially exploited by or on behalf of Company, its employees or agents.

- c. Method of Transfer Company will employ industry best practices, both technically and procedurally, to protect the Data from unauthorized physical and electronic access during transfer.
- d. Restrictions on Use The Receiving Party shall not use Confidential Information of the Disclosing Party for any purpose other than in furtherance of this Agreement, with the understanding that the Company also retains aggregate, de-identified, anonymized information for the

BID FORM 1: BIDDER INFORMATION

Agree to Bid on: **Food Services Consultant**

DATE AND TIME TO BE OPENED: **Thursday, June 6, 2024 at 1:00PM**

Name of Bidder (Firm or Individual): _____

Business Address: _____

Contact Name: _____

Contact Email Address: _____

Contact Phone Number: _____

Delivery Date: _____

Signature of Representation

Title

Providence Public School District

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I. Background

The Providence Public School Department is soliciting proposals to secure consulting services for the issuance of the USDA-required RFP for Food Services.

II. Scope of Work & Key Deliverables

RFP process for selecting a food service management company (FSMC) will ensure the attainment of a satisfactory level of service provided by the outsourcing company:

1. Determine the needs, concerns, and expectations of the users of the program. Formulate them into deliverables, then into measurable goals and objectives for the RFP and specifications.
2. Visit the Central Production Facility and a representative sample of Elementary, Middle and High Schools to observe the lunch service.
3. Perform an analysis of the current food services contract.
4. Meet with appropriate District staff to draft, review and finalize the RFP in accordance with all Rhode Island Department of Education (RIDE) guidelines and requirements.
5. Attend and help the District in administration of the bidder conference for the RFP. Be available for site tours.
6. Assist the District in responding to questions from the FSMCs resulting from the pre-bid conference.
7. Assist the District in forming an evaluation committee to evaluate the proposals and make a recommendation to the School Board.
8. Analyze and compare all proposals, then provide a written report to the District.
9. Assist in negotiating the contract with the selected FSMC.

III. Required Qualifications

PPSD requires a vendor to meet the qualifications and sp004 Ts0[e23 0.26 0v1.15 Td ()Tj EMC /LB

VI. Limitations

This Request for Proposals (RFP) does not commit the Providence School Department to award any contractor pay for the preparation of any proposal submitted in response to this RFP. The Providence School Department may withdraw or amend this RFP in its entirety or in part, at any time if it is in the best interests of the organization to do so. This award is contingent upon the receipt of funding.

VII. Questions

Questions concerning this solicitation should be emailed to Lino Cambio at Lino.Cambio@ppsd.org

Providence Public Schools may choose to seek clarifications from vendors with regard to their proposals. All responses will be provided in writing, and incomplete and/or unclear responses may result in a proposal being deep e [(be)4 (i)-2 (a)4 (l)-6 (t)] The b 4 (u) 5 2 (1) 4 8 (c) 9 (x) F 4 4 1 B 0 7 d