

## **Legal Notice**

### **Attention: Food Service Management Companies**

**Southfield Public Schools** is requesting proposals for school food service management services. The Food Service Management Company will provide management services according to United States Department of Agriculture regulations and guidelines, as well as State of Michigan Department of Education policies and guidelines.

A copy of the RFP will be available by email at [jesse.sutton@southfieldk12.org](mailto:jesse.sutton@southfieldk12.org) by March 15, 2024. The pre-bid meeting will be held on March 22, 2024. All proposals must be submitted **electronically** no later than 2:00 pm on April 9, 2024. Hard copy proposals must also be submitted to:

**Southfield Public Schools**

**24661 Lahser**

**Southfield, MI 48033**

The Southfield Public Schools' Board of Education reserves the right to accept or reject any and/or all proposals or to accept the proposal that it finds, in its sole discretion, to be in the best interest of the school district.

February 22, 2024

Dear Company Representative:

Southfield Public Schools will be accepting bids for the management of the school food service operation for the forthcoming year. A copy of the RFP will be available by email at [Jesse.sutton@southfieldk12.org](mailto:Jesse.sutton@southfieldk12.org) by March 15, 2024. A **mandatory** pre-bid meeting is scheduled for 10:00 am on March 22, 2024, at John English Administration Building, 24661 Lahser, Southfield, MI 48033.

**There is a 5% bid bond requirement.**

The contracting process is strictly controlled by United States Department of Agriculture procurement regulations. Substantive contact or communication with any district personnel, vendors, contractors, or board members, other than Jesse Sutton, the district's designated representative, is not permitted. Any attempt to unduly influence district staff, administration, vendors, contractors, or board members will automatically disqualify your company as a bidder.

For additional information, please call the district's designated representative at 248-746-8519.

Sincerely,

*Jesse Sutton*

Jesse Sutton, Purchasing Specialist  
District's Designated Representative

cc: Tammy Saul, Michigan Department of Education