

**REQUEST FOR PROPOSAL (RFP)
WINCHENDON PUBLIC SCHOOLS
175 GROVE STREET
WINCHENDON, MA 01475**

**Invitation to Bid No: WPS FY20-050620
Operation and Management of the School Food Service Program for the
Winchendon Public Schools**

The Winchendon Public Schools is accepting proposals for the Operation and Management of the School Food Service Program at Murdock Middle/High School, Toy Town Elementary School and Memorial School for the period starting:

Contract award period: July 1, 2020 through June 30, 2021.

Option to extend for 2 (1 year periods): (1) July 1, 2021-June 30, 2022

(2) July 1, 2021-June 30, 2022

Due to the Commonwealth's school closure until May 4, 2020, copies of the RFP documents may be obtained via email request beginning April 13, 2020 after 10:00 a.m. to: amahan@winchendonk12.org. phone number 978-228-8293.

Work under this contract requires a contractor to furnish all labor, materials, tools, equipment and supervision necessary to accomplish the work described herein, in accordance with all specifications and requirements.

All proposals are subject to the provisions of M.G.L. Chapter 30B.

All proposals must be submitted with two (2) copies of the technical proposal and one copy of the cost proposal. They must be submitted in two separate envelopes clearly marked "Technical Proposal" and "Cost Proposal" and placed in a larger sealed envelope entitled "**Proposal No. WPS FY20-050620 Winchendon Public School District Food Service Program Proposal**" mailed to the district Central Office at 175 Grove St. Winchendon, MA. Proposals shall be accepted until 10:00 A.M. on Wednesday, May 6, 2020 at which time they will be publicly opened and read. If school closures are still in effect due to COVID19 on the scheduled opening date, WPS will publicly livestream the proposal opening and notify vendors who have requested specifications. No proposal shall be accepted or allowed to be altered after the time and date specified. Proposals received after the deadline will be returned unopened. The WPS reserves the right to reject any or all proposals. All contracts will be approved by the Winchendon School Committee.

Proposals submitted in response to this RFP shall remain valid for a period of sixty (60) days following the date set for the opening of proposals. The Winchendon School Committee plans to take action on the proposals during this sixty (60) day time frame.

Anne Mahan
Interim School Business Manager
April 13, 2020