## **Legal Notice**

#### **Clarenceville School District**

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

Clarenceville School District 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 (USDA) regulations and guidelines as well as State of Michigan Department of Education policies and guidelines.

Food Service Management Companies and/or their representatives may submit proposals to:

**Clarenceville School District**

**Business Office**

**20210 Middlebelt Road**

**Livonia, MI 48152**

The Clarenceville School District’s 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.

A copy of the RFP will be available by email at dave.bergeron@clarencevilleschools.org on or before March 28, 2019. A mandatory pre-bid meeting is scheduled for April 8, 2019, at 2:00 PM in the Clarenceville Administration offices, located at 20210 Middlebelt Road, Livonia, MI 48152.

All proposals must be submitted no later than 1:00 PM on April 29, 2019. All proposals should be delivered in a sealed envelope and addressed to the Clarenceville School District and be clearly marked: Food Service Management Proposal.

##### March 27, 2019

Dear Company Representative:

Clarenceville School District will be accepting proposals for the management of the school food service operation for the forthcoming year. A copy of the RFP will be available by email at dave.bergeron@clarencevilleschools.org on or before March 28, 2019. A **mandatory** pre-bid meeting is scheduled for **April 8, 2019, at 2:00 PM** at the Clarenceville Administration offices, located at 20210 Middlebelt Road, Livonia, MI 48152. Please respond in writing to indicate whether you will or will not be attending this meeting. A bid packet will be available at that time. **There is a 5% bid bond requirement**.

The contracting process is strictly controlled by United States Department of Agriculture (USDA) procurement regulations. Substantive contact or communication with any district personnel, vendors, contractors, or board members, other than David Bergeron, 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.

If I, the district’s designated representative, can provide more information, please email at dave.bergeron@clarencevilleschools.org. If you should need to contact the Michigan Department of Education, please call (517) 241-5348.

Sincerely,

David Bergeron, Assistant Superintendent for Business

District’s Designated Representative

cc: Tom Priest, Supervisor, MDE

 Tammy Saul, Department Analyst, MDE