

# HEMPHILL INDEPENDENT SCHOOL DISTRICT

P. O. BOX 1950 – HEMPHILL, TEXAS 75948  
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STEPHEN ENGLISH, SUPERINTENDENT

AMANDA MCCLELLAND, BUSINESS MANAGER

STEPHANIE HARKNESS  
Elementary Principal

LARRY UPSHAW  
Middle School Principal

JEREMY MCDANIEL  
High School Principal

10/26/2023

Re: Request for Proposal for Food Service Consultant

To interested consulting company:

The Hemphill Independent School District would like to invite qualified companies to submit proposals for a food service consultant for the 2023-2024 school year. If you are interested and offer the services listed below, in the state of Texas, we would like to receive a proposal/quote.

**We are not interested in a management service; only looking for consulting services.**

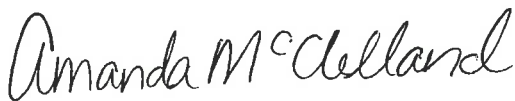
Your proposal should include the following areas:

- Breakfast and lunch monthly menu planning
- Assist in the development of new standardized recipes
- Employee training and professional development
- Marketing to promote participation
- Campus Visits
- Provide assistance with all compliance matters.
- Monthly Cost Analysis

Plus any other services you may offer to help improve our child nutrition program.

We request an email reply by November 10, 2023 with your quote.

Sincerely,



Amanda McClelland  
Business Manager  
Hemphill Independent School District  
amanda.mcclelland@hemphillisd.net  
409-787-3371 ext. 2103

## Child Nutrition Consulting Bid Questions 2023-2024

1. Why have we sent invitations to submit a quote?  
We are looking to improve the quality of services being provided by our Child Nutrition Department to help improve the overall well-being of our district.
2. How many campuses are in the district?  
1 campus with 3 schools: Elementary School (PK-4), Middle School (5-8), and High School (9-12). All students served by 1 cafeteria.
3. Are there plans to add any new campuses?  
Not at this time
4. Should there be a monthly set fee or a fee based on enrollment?  
This could be part of negotiations.
5. What is the total enrollment?  
768 students enrolled as of 10/16/23
6. Are you CEP or traditional FRL?  
We are a CEP district.
7. May I get a copy of any previous menus?  
Here is a link to our webpage that includes our most current menus.  
<https://www.hemphillisd.net/page/cafeteria>
8. How many Child Nutrition employees do you currently have?  
We are fully staffed with 1 director and 9 staff members.