

HILLSBORO INDEPENDENT SCHOOL DISTRICT (HISD)
Food Service Management Companies (FSMC)
Request for Proposal (RFP) TIMELINE
For Fiscal Year July 1, 2023 through June 30, 2024

STEP	DATES (2023)	DESCRIPTION OF ACTION STEPS
1	January 31	Request For Proposal (RFP) due to Texas Department of Agriculture (TDA) for Approval
2	Wednesday February 8	Approved RFP Received from TDA
3	Friday February 10	Final TDA Approved RFP e-mailed to Vendor List
4	Friday February 10	Order Placed with Waco Tribune Herald and the Hillsboro Reporter to publish RFP Notices
5	Friday February 10	1 st Notice Posted on HISD website
6	Thursday Feb 16 th Wednesday Feb 15 th .	1 st Notice Published in The Hillsboro Reporter and Waco Tribune Herald
7	Monday Feb 20 th Wednesday Feb 22 nd	2 nd Notice Published in The Hillsboro Reporter and Waco Tribune Herald
8	Thursday Feb 23 rd Wednesday March 1 st	3 rd Notice Published in The Hillsboro Reporter and Waco Tribune Herald
9	Friday March 10	Pre-Proposal Meeting (2:00 PM)
10	Monday March 27	RFP Submission Deadline (12:00 PM)
11	Tuesday March 28	Review of RFP's & Vendor Selected for Recommendation
12	Monday April 10	HISD Board of Trustees Notified of Selection of FSMC
13	Tuesday April 11	Contract Submitted to TDA (Deadline April 30)