

PURCHASING AGENDA ITEM

Hernando County School District

APPROVED

AGENDA #25-3069

School Board Approval Meeting:

June 24, 2025

RFP No. 22-962-34 RN

**RFP Title: Food & Supply Purchasing
Services**

Recommend approval of this agenda item under the specific category below:

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> Lowest Bid(s) | <input type="checkbox"/> Request for Proposal(s) | <input type="checkbox"/> Low Bid(s) Meeting Specification | <input type="checkbox"/> Rejection/Cancellation |
| <input type="checkbox"/> Revised Award | <input checked="" type="checkbox"/> Renewal of Contract | <input type="checkbox"/> Sole Source | <input type="checkbox"/> Re-Award (Partial/Whole) |
| <input type="checkbox"/> Bid Termination | <input type="checkbox"/> Revisions/Amendments to Bid | <input type="checkbox"/> Bid Extension | <input type="checkbox"/> Emergency |
| <input type="checkbox"/> Reversed Auction | <input type="checkbox"/> Piggyback Cooperative | | |

Bid Contract Period:

07/01/2025 through 06/30/2026

☐ N/A – One Time Purchase

Contract Type:

☐ Estimated
Dollar Amount

☐ Firm, Fixed
Dollar Amount

☐ Firm, Fixed
Unit Prices

☒ Firm, Fixed Unit Prices,
Hourly Rates, Fees and/or
Percentages

Renewal Options:

No. of Terms
Remaining
2

☐ Length of
Each Term (month)

☒ Length of
Each Term (year)
1

☐ None

Rationale/Reason: Renewal of contract. In 2022, a Request for Proposal (RFP) was issued for a Group Purchasing Organization (GPO) for food and food related products and supplies. The contract was established and awarded to HPS, LLC and allows the School District to take advantage of their (HPS) competitively bid pricing for food and non-food supply items for our cafeterias. The current contracted vendor for such items is Gordon Food Service, Inc. This contract also includes the annual membership fee to HPS, LLC.

Bidders Electronically
Downloaded From Bidnet
Direct Website:

Bids Received:

No Bids:

Late Bids:

Rejected Bids:

☒ N/A – Bids Not
Required: Renewal

Submitted By:

Christopher Reckner
Director of Purchasing & Warehousing

School(s): District Wide

Requested By:

Holly Longo
Director of Food & Nutrition

Department(s): Food & Nutrition

Recommended award (See attached)

T/C CODE: 2234

(22-962-34 RN 06-24-2025)

This award renewal establishes a contract with HPS, LLC, a Group Purchasing Organization (GPO), to provide an extensive purchasing program for food and food related products and supplies. It allows the school district to take advantage of the competitively procured pricing by the GPO. The current contracted vendor through HPS, LLC is Gordon Food Service.

Contract Pricing/Value (annually):

HPS, LLC membership fee:	\$3,275.00
Food & Food Related Products & Supplies:	\$7,000,000.00 (estimated) to HPS, LLC’s contracted vendor, currently Gordon Food Service, Inc.