

REQUEST FOR PROPOSALS

WORKFORCE DEVELOPMENT TRAINING PROGRAM

FOR HIDOE REGIONAL COOKS AND SCHOOL CAFETERIA

WORKERS

Issued by

HAWAI'I AG & CULINARY ALLIANCE

RFP Release Date	July 18, 2026
Questions Due	July 24, 2026
Proposal Due Date	August 3, 2026
Anticipated Contract Period	August 24, 2026 – June 30, 2028
Submission Contact	Denise Yamaguchi, CEO
Submission Email	denise@hacahawaii.com

COMPETITIVE BLIND BID

HACA is not disclosing a project budget or estimated funding amount as part of this solicitation.

PROCUREMENT SUMMARY

Issuing Organization	Hawai'i Ag & Culinary Alliance (HACA)
Project	Workforce Development Training Program for HIDOE Regional Cooks and School Cafeteria Workers
RFP Release Date	July 18, 2026
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Submission Method	Electronic submission to denise@hacahawaii.com
Submission Contact	Denise Yamaguchi, CEO

TABLE OF CONTENTS

I. Introduction
II. Background
III. Project Objectives
IV. Scope of Services
V. Training Cohort Summary
VI. Anticipated Timeline
VII. Contractor Responsibilities
VIII. HACA and HIDOE Responsibilities
IX. Budget Proposal
X. Proposal Requirements
XI. Evaluation Criteria
XII. Selection Process
XIII. Submission Instructions
XIV. Questions
XV. General Terms and Conditions
XVI. Required Deliverables
XVII. Confidentiality and Public Communications
XVIII. Conflicts of Interest
XIX. Reservation of Rights
XX. Proposal Certification

I. INTRODUCTION

Hawai'i Ag & Culinary Alliance ("HACA") is seeking proposals from qualified culinary education providers, workforce development organizations, chef educators, dietitians, training consultants, or teams of professionals to develop, coordinate, and deliver a comprehensive workforce development training program for the Hawai'i State Department of Education ("HIDOE").

The selected contractor shall support HACA in delivering training programs for regional cooks, school cafeteria workers, and a Train the Trainer program designed to strengthen scratch cooking, food safety, sanitation, kitchen efficiency, menu execution, customer service, leadership, and operational readiness within HIDOE's school food service system.

HACA intends to award this opportunity to the best and most qualified bidder whose proposal demonstrates the strongest combination of relevant experience, technical capacity, curriculum quality, implementation plan, staffing, cost effectiveness, and ability to meet HIDOE's operational and nutritional standards.

This RFP is being issued as a competitive blind bid. HACA is not disclosing a project budget or estimated funding amount as part of this solicitation.

II. BACKGROUND

HACA and HIDOE executed a Memorandum of Agreement on June 5, 2026, to coordinate a workforce training program for regional cooks and school cafeteria workers. The purpose of the program is to support HIDOE's broader efforts to improve school meals, increase scratch cooking capacity, prepare staff for regional kitchen operations, and strengthen food service workforce skills across O'ahu and the Neighbor Islands.

The training program must be modeled after a nationally recognized school culinary workforce development program and adapted to meet HIDOE's operational, nutritional, food safety, menu execution, and workforce needs.

The program is expected to include a Train the Trainer Program, O'ahu cafeteria worker co-teaching and observation cohorts, Neighbor Island cafeteria worker observation cohorts, and a Regional Cooks Training Program.

The signed Memorandum of Agreement is the controlling source for the required program scope, participant counts, responsibilities, and completion date. If any provision of this RFP conflicts with the signed Memorandum of Agreement, HACA reserves the right to revise the RFP or resulting contract to conform to the signed agreement.

III. PROJECT OBJECTIVES

1. Develop and deliver a practical, hands-on workforce training program for HIDOE school food service staff.
2. Prepare chef and dietitian trainers to support future HIDOE cafeteria worker training cohorts.
3. Strengthen scratch cooking skills, bulk cooking capacity, and kitchen efficiency.
4. Support HIDOE staff in executing approved menus and recipes in school food service environments.
5. Provide training that reflects HIDOE operational and nutritional standards.
6. Support cafeteria workers in both finishing kitchen and self-prep kitchen environments.
7. Prepare regional cooks for large-scale school meal production and regional kitchen operations.
8. Provide high-quality curriculum, instruction, facilitation, documentation, evaluation, and reporting.

9. Ensure training is culturally appropriate, operationally realistic, and responsive to Hawai'i's school food service needs.

IV. SCOPE OF SERVICES

The selected contractor shall work with HACA, HIDOE, culinary educators, dietitians, industry chefs, and other partners to develop, coordinate, and implement the following training components.

A. Train the Trainer Program

The contractor shall design and deliver a Train the Trainer Program for a total of 16 trainer participants, anticipated to include 8 chefs and 8 dietitians, or another combination of chefs and dietitians totaling 16 participants, as agreed upon by HACA and HIDOE.

The Train the Trainer Program shall prepare qualified trainers to support future HIDOE school food service training cohorts. Trainers may include HIDOE staff, qualified culinary instructors, private industry chefs, dietitians, and other individuals approved by HACA and HIDOE.

The Train the Trainer Program shall be modeled after a nationally recognized school culinary workforce development training program and adapted to meet HIDOE's operational and nutritional standards.

1. Scratch cooking in schools using HIDOE-approved recipes, current menus, future menus, or other recipes approved by HIDOE.
2. Food safety and sanitation.
3. Kitchen equipment use.
4. Nutritional guidelines.
5. Ordering and inventory management.
6. Menu execution based on HIDOE-approved recipes.
7. Customer service.
8. Bulk cooking and kitchen efficiency skills.
9. Leadership, time management, communication, team building, and multitasking.
10. Instructional methods for teaching adult learners in a school food service environment.
11. Training techniques for chef/dietitian teams.
12. Methods for providing feedback, coaching, and observation support to cafeteria workers.

After completing the required Train the Trainer sessions, including training, co-teaching, and observation, trained dietitians and chefs are expected to conduct HIDOE staff training sessions in pairs.

B. O'ahu Cafeteria Workers Training Program — Co-Teaching Cohorts

The contractor shall support the delivery of two O'ahu co-teaching cohorts for cafeteria workers.

- ◆ 4 chefs per cohort
- ◆ 4 dietitians per cohort
- ◆ 20 cafeteria workers per cohort

The O'ahu co-teaching cohorts shall allow trained chef/dietitian teams to support hands-on cafeteria worker training under the guidance of the selected contractor. Training shall focus on cafeteria staff working in finishing kitchens where ingredients and menu items are received from a regional kitchen.

1. Food safety and sanitation.
2. Kitchen equipment use.
3. Nutritional guidelines.
4. Menu execution for a finishing kitchen.

5. Customer service.
6. Receiving, holding, reheating, and serving procedures.
7. Team coordination and workflow efficiency.
8. Practical application of HIDEOE-approved recipes and procedures.
9. Communication between regional kitchens and finishing kitchens.
10. Consistency in meal quality, presentation, and service.

C. O'ahu Cafeteria Workers Training Program — Observation Cohorts

The contractor shall support the delivery of two O'ahu observation cohorts for cafeteria workers.

- ◆ 2 chefs per cohort
- ◆ 2 dietitians per cohort
- ◆ 20 cafeteria workers per cohort

The O'ahu observation cohorts shall allow chef/dietitian trainer pairs to demonstrate competency in leading cafeteria worker trainings while being observed, evaluated, and supported by the selected contractor.

1. Food safety and sanitation.
2. Kitchen equipment use.
3. Nutritional guidelines.
4. Menu execution for a finishing kitchen.
5. Customer service.
6. Workflow and kitchen efficiency.
7. Team coordination.
8. Practical application of HIDEOE-approved recipes and procedures.
9. Reinforcement of training methods developed through the Train the Trainer Program.
10. Observation, feedback, and trainer readiness assessment.

D. Neighbor Island Cafeteria Workers Training Program — Observation Cohorts

The contractor shall support the delivery of four Neighbor Island observation cohorts for cafeteria workers.

- ◆ 1 chef per cohort
- ◆ 1 dietitian per cohort
- ◆ 20 cafeteria workers per cohort

The Neighbor Island Cafeteria Workers Training Program shall focus on staff working in kitchens where ingredients and menu items are received and produced on site.

1. Food safety and sanitation.
2. Kitchen equipment use.
3. Nutritional guidelines.
4. Menu execution for a self-prep kitchen.
5. Customer service.
6. Scratch cooking fundamentals.
7. Workflow and production planning.
8. Adaptation of HIDEOE-approved recipes in school kitchen settings.
9. Kitchen efficiency in self-prep environments.

10. Practical coaching and feedback for cafeteria workers.

Travel may be required for Neighbor Island cohorts. Proposers should identify any assumptions related to Neighbor Island travel, including airfare, lodging, ground transportation, per diem, shipping of materials, food purchasing, and facility needs. If a chef or dietitian is based on a Neighbor Island, travel costs may need to be adjusted accordingly.

E. Regional Cooks Training Program

The contractor shall develop, coordinate, and deliver one Regional Cooks Training Program cohort for 16 regional cooks.

The Regional Cooks Training Program shall be designed for regional cooks and staff preparing for large-scale school meal production and regional kitchen operations.

1. Bulk cooking and planning.
2. Food and kitchen safety.
3. Knife skills.
4. Recipe execution and scaling.
5. Sanitation.
6. Hazard Analysis Critical Control Point plans.
7. Large-scale kitchen equipment use.
8. Nutritional guidelines.
9. Ordering, procurement, and inventory management.
10. Kitchen efficiency.
11. Menu execution using HIDOE-approved recipes, current menus, future menus, or other menus approved by HIDOE.
12. Production planning for high-volume school meal service.
13. Quality control and consistency.
14. Coordination with finishing kitchens.

V. TRAINING COHORT SUMMARY

Program / Cohort	Chefs	Dietitians	Cafeteria Workers / Cooks	Total
Train the Trainer Program	8	8	0	16
O'ahu Co-Teach Cohort 1	4	4	20	28
O'ahu Co-Teach Cohort 2	4	4	20	28
O'ahu Observation Cohort 3	2	2	20	24
O'ahu Observation Cohort 4	2	2	20	24
Neighbor Island Observation Cohort 1	1	1	20	22
Neighbor Island Observation Cohort 2	1	1	20	22
Neighbor Island Observation Cohort 3	1	1	20	22

Program / Cohort	Chefs	Dietitians	Cafeteria Workers / Cooks	Total
Neighbor Island Observation Cohort 4	1	1	20	22
Regional Cooks Training Cohort 1	0	0	16	16

The program is expected to train up to 160 cafeteria workers through the O'ahu and Neighbor Island cafeteria worker cohorts and 16 regional cooks through the Regional Cooks Training Program, for a total of 176 cafeteria workers and regional cooks trained.

The Train the Trainer Program is expected to prepare 16 chef/dietitian trainer participants, anticipated to include 8 chefs and 8 dietitians.

HACA and HIDEOE reserve the right to adjust cohort structure, participant counts, locations, and training schedules based on operational needs, participant availability, facility availability, funding availability, and mutual agreement.

VI. ANTICIPATED TIMELINE

Program Component	Anticipated Timeline
Recruitment for Train the Trainer Program	August 2026 – September 2026
Train the Trainer Program	September 2026 – January 2027
O'ahu Cafeteria Worker Cohorts 1–4	January 2027 – May 2028
Neighbor Island Cafeteria Worker Cohorts 1–4	January 2027 – May 2028
Train the Trainer Co-Teaching Phase	January 2027 – May 2028
Train the Trainer Observation Phase	July 2027 – May 2028
Regional Cooks Training Cohort	Target Start: June 2027
Project Wrap-Up and Final Reporting	Completion by June 30, 2028

The selected contractor must demonstrate the ability to meet this timeline or propose an alternative timeline that does not materially alter the scope of work or extend beyond June 30, 2028.

Timeline changes may be made by mutual written agreement between HACA, HIDEOE, and the selected contractor, provided such changes do not materially alter the approved scope of work.

VII. CONTRACTOR RESPONSIBILITIES

1. Develop curriculum and training materials aligned with HIDEOE operational and nutritional standards.
2. Adapt nationally recognized school culinary workforce development practices to Hawai'i's school food service environment.
3. Coordinate with HACA, HIDEOE, and designated points of contact on program implementation.
4. Provide qualified instructors, facilitators, chef educators, dietitians, subject matter experts, and project management support.
5. Support recruitment, scheduling, and participant coordination as requested by HACA and HIDEOE.
6. Deliver training in a professional, culturally appropriate, and operationally realistic manner.
7. Provide certificates of completion and continuing education documentation, where applicable.
8. Track attendance, completion, evaluations, and participant outcomes.
9. Participate in regular planning and progress meetings with HACA.

10. Prepare written progress updates, expenditure reports, and final reports.
11. Ensure training is practical, hands-on, and relevant to the daily work of HIDOE school food service employees.
12. Maintain appropriate insurance, licenses, certifications, and compliance with applicable laws and requirements.
13. Disclose any actual, potential, or perceived conflicts of interest.
14. Provide all required training materials, lesson plans, handouts, evaluation tools, and reporting templates.
15. Coordinate food purchasing, ingredient planning, and other training-related logistics as approved by HACA.
16. Coordinate facility use, equipment needs, and setup requirements with HACA and HIDOE.
17. Ensure all instructors, facilitators, chefs, dietitians, and staff are qualified and prepared for their assigned roles.
18. Maintain confidentiality of HIDOE, HACA, participant, and program information.

VIII. HACA AND HIDOE RESPONSIBILITIES

1. Provide overall program coordination and contract oversight.
2. Coordinate with HIDOE on participant registration.
3. Provide strategic guidance regarding program objectives and expectations.
4. Assist with access to training facilities and other available resources, as available.
5. Coordinate with selected contractor(s), culinary educators, and industry partners.
6. Review and approve curriculum, training materials, schedule, and reporting templates.
7. Monitor progress toward program objectives.
8. Facilitate communication between the selected contractor and HIDOE as needed.
9. Participate in planning meetings and program check-ins.
10. Review contractor invoices, reports, and deliverables.
11. Provide guidance regarding HIDOE-approved menus, recipes, operational standards, and nutritional requirements, as applicable.

IX. BUDGET PROPOSAL

This RFP is being issued as a competitive blind bid. HACA is not disclosing a project budget or estimated funding amount as part of this solicitation.

Proposers shall submit their best and most competitive cost proposal based on the full scope of services, required training components, anticipated cohort structure, staffing needs, travel requirements, curriculum development, materials, food costs, facility needs, administrative support, reporting, evaluation, and all other costs necessary to successfully complete the work.

The proposed budget should be sufficient to support the delivery of all required training components, including:

1. Train the Trainer Program for 16 trainer participants, anticipated to include 8 chefs and 8 dietitians, or another approved combination totaling 16 trainer participants.
2. Two O'ahu co-teaching cohorts with 4 chefs, 4 dietitians, and 20 cafeteria workers per cohort.
3. Two O'ahu observation cohorts with 2 chefs, 2 dietitians, and 20 cafeteria workers per cohort.

4. Four Neighbor Island observation cohorts with 1 chef, 1 dietitian, and 20 cafeteria workers per cohort.
5. One Regional Cooks Training Program cohort with 16 regional cooks.
6. Required curriculum development, training materials, facilitation, coordination, reporting, evaluation, and project administration.

Proposers must provide a detailed line-item budget and budget narrative that clearly identifies all anticipated costs. At minimum, the budget should include the following categories, as applicable:

1. Training provider fees.
2. Curriculum development.
3. Instructor, chef, dietitian, facilitator, and project management costs.
4. Chef and dietitian stipends, if applicable.
5. Facility costs.
6. Food costs.
7. Travel costs, including Neighbor Island travel where applicable.
8. Training materials and supplies.
9. Reporting and evaluation.
10. Administrative costs.
11. Any other direct or indirect costs.

Proposers should identify any assumptions used in developing the budget, including assumptions related to training days, number of instructors, facility requirements, participant meals or food costs, travel, Neighbor Island delivery, materials, administrative support, and reporting.

HACA reserves the right to negotiate the final scope, budget, staffing plan, and deliverables with the selected proposer. HACA also reserves the right to award all or part of the scope, reject any or all proposals, or request a best and final offer from one or more proposers.

X. PROPOSAL REQUIREMENTS

A. Cover Letter

Include a brief introduction to the proposer, primary contact information, and a statement confirming interest and availability to perform the work.

The cover letter should be signed by an individual authorized to bind the proposer to the proposal.

B. Organizational Qualifications

Describe the organization's background, mission, experience, and qualifications relevant to culinary workforce development, school food service, institutional food service, chef training, adult education, nutrition, or related fields.

C. Relevant Experience

Provide examples of similar training programs delivered, especially those involving school food service; institutional or large-scale food production; scratch cooking; regional or central kitchen operations; adult workforce training; chef, dietitian, or instructor development; food safety, sanitation, and compliance training; curriculum development and training evaluation; and multi-island or multi-site delivery, if applicable.

D. Proposed Approach

Describe how the proposer will design, coordinate, and implement the full training program, including curriculum development, hands-on training, participant engagement, trainer preparation, coaching, observation, evaluation, and reporting.

The proposed approach should address how the proposer will adapt training to HIDOE's operating environment and Hawai'i's school food service needs.

E. Curriculum Framework

Provide a proposed curriculum outline for each program component: Train the Trainer; O'ahu co-teaching cohorts; O'ahu observation cohorts; Neighbor Island observation cohorts; and Regional Cooks Training.

The curriculum framework should identify proposed topics, learning objectives, hands-on activities, training hours or days, instructional methods, and participant outcomes.

F. Staffing Plan

Identify key personnel, instructors, facilitators, chefs, dietitians, and project managers who will support the program. Include resumes or bios and describe each person's role, qualifications, certifications, and relevant experience.

The staffing plan must address the trainer composition required for each cohort. If all personnel are not yet confirmed, describe the plan and timeline for securing qualified personnel.

G. Work Plan and Timeline

Provide a detailed work plan showing major activities, milestones, deliverables, and proposed schedule through June 30, 2028.

H. Budget Proposal

Provide a detailed line-item budget and budget narrative identifying personnel, curriculum development, training delivery, facilities, chef/dietitian stipends, food, travel, materials, supplies, administrative costs, reporting, evaluation, and all other anticipated expenses.

The budget should be submitted as a blind bid and should not assume or reference any available project budget.

I. Evaluation and Reporting Plan

Describe how the proposer will measure participant completion, learning outcomes, trainer readiness, program effectiveness, and implementation progress.

J. References

Provide at least three professional references for similar work performed, including organization, contact person, title, email, phone number, scope of work, and dates of service.

K. Conflict of Interest Disclosure

Disclose any actual, potential, or perceived conflicts of interest involving HACA, HIDOE, proposed personnel, subcontractors, consultants, vendors, or other partners.

L. Insurance and Compliance

Describe the proposer's ability to maintain appropriate insurance, comply with applicable federal, state, and local laws, and meet all requirements necessary to perform the services.

XI. EVALUATION CRITERIA

Evaluation Criterion	Weight
Relevant experience and demonstrated qualifications	25%
Quality and feasibility of proposed approach	25%
Curriculum strength and alignment with HIDOE needs	20%
Staffing qualifications and capacity	15%
Budget reasonableness and cost effectiveness	10%
Reporting, evaluation, and project management plan	5%

HACA may conduct interviews with finalists, request clarifications, or invite selected proposers to submit revised proposals.

The contract will be awarded to the proposer determined by HACA to be the best and most qualified bidder, which may not necessarily be the lowest-cost bidder.

XII. SELECTION PROCESS

Milestone	Date
RFP issued	July 18, 2026
Questions due	July 24, 2026
Responses to questions issued	July 27, 2026
Proposals due	August 3, 2026
Proposal review	August 3–7, 2026
Notice of selection	August 12, 2026
Contract negotiation and execution	August 12–19, 2026
Anticipated project start	August 24, 2026

HACA reserves the right to modify this schedule as needed.

XIII. SUBMISSION INSTRUCTIONS

Proposals must be submitted electronically no later than 11:59 p.m. Hawai'i Standard Time on August 3, 2026, to:

Denise Yamaguchi, CEO
Hawai'i Ag & Culinary Alliance
denise@hacahawaii.com

The email subject line should read: Proposal Submission – HIDOE Workforce Development Training Program.

Late, incomplete, or nonresponsive proposals may not be considered.

XIV. QUESTIONS

All questions regarding this RFP must be submitted in writing no later than July 24, 2026, to Denise Yamaguchi at denise@hacahawaii.com.

Responses to questions may be shared with all prospective proposers to ensure a fair and transparent process.

XV. GENERAL TERMS AND CONDITIONS

1. HACA reserves the right to accept or reject any or all proposals.
2. HACA reserves the right to waive minor irregularities in proposals.
3. HACA reserves the right to negotiate with one or more proposers.
4. HACA reserves the right to award a contract in whole or in part.
5. HACA is not obligated to select the lowest-cost proposal and may select the proposal that represents the best overall value, qualifications, experience, capacity, and alignment with program needs.
6. HACA may cancel, amend, or reissue this RFP at any time.
7. All costs incurred in preparing a proposal are the responsibility of the proposer.
8. Award of a contract is subject to the availability of funds and final approval by HACA.
9. HACA reserves the right to negotiate final pricing, scope, deliverables, and terms with the selected proposer.
10. The selected contractor must comply with all applicable federal, state, and local laws, regulations, and requirements.
11. The selected contractor must maintain appropriate insurance and provide documentation upon request.
12. The selected contractor must protect confidential information and may not use participant, HACA, HIDEOE, or program information for purposes outside the contracted scope without written approval.
13. Any materials developed under this project may be subject to review and use by HACA and HIDEOE.
14. The selected contractor shall not subcontract any major portion of the work without prior written approval from HACA.
15. Any changes to scope, budget, timeline, staffing, or deliverables must be approved in writing by HACA.
16. HACA reserves the right to require additional documentation, clarification, or revised pricing before making a final selection.
17. HACA reserves the right to request a best and final offer from one or more proposers.
18. HACA may consider past performance, references, reputation, capacity, and ability to meet deadlines as part of the selection process.
19. The selected contractor will be expected to work collaboratively with HACA, HIDEOE, and other approved partners.
20. The selected contractor must avoid any activity that could create confusion, public concern, or perceived conflicts related to HACA, HIDEOE, or the program.

XVI. REQUIRED DELIVERABLES

1. Final curriculum and training plan for each program component.
2. Training schedule and implementation work plan.
3. Instructor, facilitator, chef, and dietitian roster.
4. Participant materials and training resources.
5. Food, facility, equipment, and supply plans for each cohort.
6. Attendance records for each cohort.
7. Certificates of completion and continuing education documentation, where applicable.
8. Participant evaluations and summary reports.

9. Trainer observation and readiness documentation.
10. Progress reports as requested by HACA.
11. Expenditure reports and supporting documentation, as requested.
12. Final project report summarizing activities, outcomes, lessons learned, and recommendations.

XVII. CONFIDENTIALITY AND PUBLIC COMMUNICATIONS

The selected contractor shall maintain the confidentiality of all HACA, HIDOE, participant, program, operational, and financial information.

The selected contractor shall not issue press releases, public announcements, social media posts, marketing materials, or public statements regarding this project without prior written approval from HACA.

Any public communications related to the project must be coordinated through HACA and, where applicable, HIDOE.

Train the Trainer Participant Agreements

HACA is making a substantial investment in the recruitment, education, professional development, curriculum access, and preparation of each participant selected for the Train the Trainer Program. The purpose of this investment is to develop a dedicated group of qualified chefs and dietitians who will support HIDOE school food service workforce training throughout the term of the project.

As a condition of participation in the Train the Trainer Program, HACA may require each participant to execute a Non-Disclosure Agreement protecting confidential and proprietary information associated with the program. Protected information may include, but is not limited to, curriculum, lesson plans, training materials, instructional methods, program procedures, operational information, participant information, financial information, and other nonpublic information belonging to or developed for HACA or HIDOE.

HACA may also require Train the Trainer participants to execute a limited restricted-consulting and non-solicitation agreement. To the extent permitted by applicable law, the agreement may prohibit participants from using HACA-funded training, confidential information, curriculum, instructional methods, or program materials to independently provide or assist with substantially similar consulting or training services for other school food service programs during the term of the project and for a reasonable period thereafter, unless HACA provides prior written approval.

Any such restriction shall be narrowly tailored to protect HACA's substantial investment in the participant's training, the integrity of the program, HACA's confidential and proprietary materials, and HACA's contractual responsibilities to HIDOE. The restriction shall not prevent a participant from maintaining regular employment, practicing the participant's profession generally, or providing services that do not use or rely upon confidential information, proprietary materials, or training funded through this program.

The form, duration, scope, and enforceability of any Non-Disclosure Agreement, restricted-consulting provision, or non-solicitation provision shall be determined by HACA and shall be subject to applicable law. Selected contractors shall inform prospective Train the Trainer participants of these potential requirements before participants are enrolled in the program.

XVIII. CONFLICTS OF INTEREST

Proposers must disclose any actual, potential, or perceived conflicts of interest, including current or prior contractual relationships with HACA or HIDOE; employment, consulting, or subcontracting

relationships with proposed instructors, chefs, dietitians, evaluators, or vendors; financial interests that may affect or appear to affect independence; relationships that may create the appearance of unfair advantage; and any other circumstances that could reasonably be perceived as a conflict.

Failure to disclose conflicts of interest may result in disqualification or termination of contract.

XIX. RESERVATION OF RIGHTS

This RFP does not commit HACA to award a contract, pay any costs incurred in preparation of a proposal, or procure or contract for services.

HACA reserves the right to make an award based on the proposal that is determined to be in the best interest of the program, HACA, and HIDOE.

HACA reserves the right to reject any or all proposals, negotiate with any qualified proposer, request additional information, modify the scope of work, and cancel this RFP in whole or in part.

XX. PROPOSAL CERTIFICATION

By submitting a proposal, the proposer certifies that:

1. The information submitted is true and accurate to the best of its knowledge.
2. The proposer has the ability and capacity to perform the services described.
3. The proposer agrees to comply with all applicable requirements of this RFP.
4. The proposer has disclosed any actual, potential, or perceived conflicts of interest.
5. The proposer understands that final award is subject to contract negotiation and availability of funds.
6. The proposer understands that HACA is not disclosing a project budget as part of this blind bid process.
7. The proposer's cost proposal reflects its best and most competitive pricing for the scope of work described.

END OF REQUEST FOR PROPOSALS