

	<p style="text-align: center;">Vendor Services Department Procurement 1701 Mountain Industrial Boulevard Stone Mountain, Georgia 30083</p>
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REQUEST FOR INFORMATION (RFI) 26-742
K-12 Fresh Pizza Program

Schedule of Events (EST)

EVENT	DATE(S)	TIME	LOCATION
Solicitation Posts	June 16, 2026		https://dekalbschoolsga.ionwave.net
Deadline to Submit Questions (Q&A)	June 23, 2026	12:00 PM	https://dekalbschoolsga.ionwave.net
Q&A Deadline Responses	June 26, 2026	4:30 PM	https://dekalbschoolsga.ionwave.net
Submission Deadline	June 30, 2026	2:00 PM	https://dekalbschoolsga.ionwave.net

SUBMISSIONS MUST BE RECEIVED ELECTRONICALLY VIA <https://dekalbschoolsga.ionwave.net>

DeKalb County School District Solicitation Contact Person:

Fred Christopher, Procurement Manager III-Non-Capital

(678) 676- 0217 and/or email at solicitationquestions@dekalbschoolsga.org



1701 MOUNTAIN INDUSTRIAL BLVD, STONE MOUNTAIN, GEORGIA 30083

<https://dekalbschoolsga.ionwave.net>

REQUEST FOR INFORMATION

RFI 26-742 K-12 Fresh Pizza Program

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Format and Submission of Proposals

Submittal responses to this solicitation will be received electronically on the DeKalb County School District website at <https://dekalbschoolsga.ionwave.net>.

The format requirements for RFI responses are designed to ensure uniformity in the responses, provide the information necessary to understand each offeror's proposal, and facilitate an efficient and comprehensive evaluation of all responses. Proposals must comply with the specifications and detailed instructions stated in this RFI document, be signed by the certifying company official, and be presented to the DCSD Purchasing Department according to the detailed instructions stated in this document.

- RFI responses must be submitted electronically via <https://dekalbschoolsga.ionwave.net>.
- Submissions must be presented in a PDF format. All attachments must be identified properly for easy recognition and association.
- Each page of the response must be numbered.
- Each proposal must contain a detailed Table of Contents and must be organized in the same order as the requirements are outlined in this RFI document. Each separate bullet point must be addressed individually. A response that does not adhere to a "point-by-point" format may be disqualified.
- Responses shall be organized simply and economically. Emphasis must be placed on completeness and clarity. Submissions that do not include all the required information may be disqualified.

All potential respondents must register as a vendor at <https://dekalbschoolsga.ionwave.net>.

PART I BACKGROUND AND INFORMATION

A. Objectives

DeKalb County School District (hereinafter, "DCSD") is requesting qualified vendors to submit proposals to provide information for the ***K-12 Fresh Pizza Program***.

B. General Information

DCSD is a metropolitan Atlanta public school system organized and existing under the Constitution and laws of the State of Georgia. DCSD is located in the fourth largest county in Georgia. DeKalb County is one of the most culturally diverse counties in the nation. DCSD has a student enrollment of approximately 93,000 students in pre-kindergarten through grade 12. With 139 schools and centers, DCSD educates the third largest pre-kindergarten through grade 12 student population in the State of Georgia. DCSD is the second largest employer in DeKalb County with approximately 14,000 employees.

DCSD is dedicated to giving every student the best possible education through an intensive core curriculum and specialized, challenging instructional and career programs. DCSD is striving to become the premier K-12 school system of choice and desires to significantly improve leadership, teaching, and student learning to fulfill its mission as an organization for public education.

DCSD includes approximately:

- 77 Elementary Schools
- 19 Middle Schools
- 22 High Schools
- 8 Start-up Charter Schools
- 12 Specialized Learning Centers
- 7 Administrative Centers, and
- 5 Athletic Stadiums

DCSD's wide-area network connects instruction and administration sites to deliver technology and learning tools to every child. The main administrative offices are located at 1701 Mountain Industrial Boulevard, Stone Mountain, Georgia 30083. DCSD is governed by a seven-member Board of Education.

C. Addenda

It is the responsibility of offerors to frequently check for any addenda, questions, and answers posted on the Purchasing Bulletin Board on the DCSD website. Failure on the part of offerors to make themselves aware of and comply with addenda requirements will not relieve them of this obligation.

All posted addenda must be printed, signed by the offeror, and included in the offeror's RFI submission.

Click on the following link to the Purchasing Bulletin Board: <https://dekalbschoolsga.ionwave.net>

D. Proposal Contact Person

The assigned contact person for offerors is Fred Christopher, Procurement Manager III-Non-Capital who can be reached at (678) 676-0217 or by email to solicitationquestions@dekabschoolsga.org.

E. Submission Deadline

All potential respondents must register as a vendor at <https://dekalbschoolsga.ionwave.net>.

Submissions in response to this RFI must be received electronically via IonWave no later than **2:00 PM on Tuesday, June 30, 2026**. Submissions received after the stated deadline will not be considered.

F. Questions and Answers

It is intended that this RFI be adequate for any offeror to respond to DCSD's requirements. However, should offerors have questions, all questions shall be submitted electronically to: <https://dekalbschoolsga.ionwave.net>. Questions submitted to any other mailbox, voice mail or e-mail address will not be considered for response. The deadline to submit questions is **Tuesday, June 23, 2026, at 12:00 PM EST**. Questions received after the deadline will not be considered.

All questions received by the deadline shall be answered in writing and both the questions and answers will be posted to the website <https://dekalbschoolsga.ionwave.net> no later than **Friday, June 26, 2026, at 4:30 PM EST**. ***Responses to questions will not be posted on official DCSD holidays.***

G. Georgia Open Records Act

All responses submitted in response to DCSD solicitations may be subject to the Georgia Open Records Act, which permits any member of the public to inspect and/or copy documents prepared and maintained or received in the course of the operation of the public office or agency.

PART II- REQUEST FOR INFORMATION

K-12 Fresh Pizza Program

Purpose

The DeKalb County School District (DCSD) is issuing this Request for Information (RFI) to gather information from qualified vendors that currently offer comprehensive K-12 Fresh Pizza Programs for school nutrition operations. The purpose of this RFI is to better understand available products, equipment, operational models, training services, branding opportunities, and industry best practices related to fresh pizza programs within K-12 school districts.

This RFI is for informational and planning purposes only and shall not be construed as a competitive solicitation, contract offer, or commitment by DCSD to issue a future solicitation or award a contract.

Background

DCSD is exploring options for implementing a fresh pizza program that provides students with high-quality, USDA-compliant personal pan-style pizzas while supporting efficient cafeteria operations.

DCSD seeks information regarding complete program offerings that may include:

- Pizza food products
- Packaging and branding solutions
- Training and operational support
- Smallware and equipment requirements
- Kiosk and merchandising opportunities
- Food safety and quality assurance practices

Information Requested

1. Company Information

Please provide the following:

- Company Name
- Corporate Headquarters Address
- Primary Contact Name
- Title
- Phone Number
- Email Address

- Years in Business
- Number of K-12 School District Clients
- Geographic Service Area
- Description of K-12 Foodservice Experience

2. Fresh Pizza Program Overview

Please provide a detailed overview of your Fresh Pizza Program, including:

- Program history and development
- Typical implementation process
- Unique program features
- Current K-12 customers utilizing the program
- Available menu offerings
- Program scalability for large school districts

3. Pizza Food Products

Please provide detailed information regarding your pizza products.

Dough

- Describe the dough formulation.
- Does the dough meet USDA school nutrition requirements?
- Is the dough whole grain rich?
- Is the dough delivered raw, par-baked, or fully prepared?
- Is the dough pre-pressed and docked?
- Is the dough supplied in pan-style format?
- Can the dough be used for calzones?
- Can the dough be used for sandwiches or other menu applications?
- What is the shelf life and storage requirement?

Cheese

- Do you provide mozzarella cheese?
- Is the cheese 100% skim mozzarella?
- Is the cheese Individually Quick Frozen (IQF)?
- Are other cheese blends available?

Sauce

Please provide detailed information regarding:

- Sauce ingredients
- Nutritional profile
- Packaging format
- Storage requirements
- Preparation requirements

Toppings

Please provide:

- Available toppings
- Ingredient specifications
- Nutritional information
- Information regarding fillers or extenders
- Allergen information

4. Packaging and Branding

Please describe your packaging program, including:

- Personal pan pizza packaging specifications
- Branding opportunities
- Custom logo capabilities
- Clamshell or box packaging options
- Product identification features
- Time and flavor labeling capabilities
- Sustainability and recyclability of packaging materials

Please provide sample images or marketing materials when available.

5. Training and Operational Support

Please provide information regarding:

Training

- Initial staff training
- Ongoing support
- Training materials
- Online learning resources
- On-site implementation assistance

Production

- Product preparation procedures
- Baking procedures
- Holding procedures
- Food safety protocols
- Recommended staffing requirements

Cooking Process

- Type of oven required
- Baking temperatures
- Average cook times
- Throughput capacity

6. Equipment and Smallware Requirements

Please identify all equipment required to operate your program.

Smallwares

Examples may include:

- Pizza cutters
- Pan grippers
- Spatulas
- Serving utensils
- Holding trays

Large Equipment

Examples may include:

- Conveyor ovens
- Pizza warmers
- Holding cabinets
- Merchandising displays
- Kiosks

For each item identified, please provide:

- Manufacturer
- Model Number
- Specifications
- Utility Requirements
- Recommended Quantity

7. Ovens and Production Capacity

Please provide detailed information regarding:

- Oven type
- Electric or gas operation
- Hood requirements
- Ventilation requirements

- Energy consumption
- Production capacity

Please indicate:

- Number of 7-inch personal pizzas produced per hour
- Typical bake time per pizza
- Recommended oven configuration for elementary, middle, and high schools

8. Merchandising, Kiosks, and Warmers

Please provide information regarding:

- Self-service warmers
- Number of tiers available
- Holding capacity
- Food safety controls
- Branding opportunities
- Kiosk solutions
- Digital menu board options

Please indicate whether equipment is:

- Vendor provided
- Purchased separately
- Leased
- Recommended through third-party providers

9. Program Implementation

Please describe:

- Typical implementation timeline
- Site assessment process
- Startup support
- Staff training schedule
- Ongoing account management support

10. References

Please provide up to five (5) K-12 school district references currently utilizing your Fresh Pizza Program.

Include:

- School District Name
- Contact Name
- Title
- Email Address
- Phone Number
- Years of Service

Disclaimer

This Request for Information is issued solely for information gathering and planning purposes. Responses to this RFI will not be evaluated for award, and participation does not guarantee inclusion in any future solicitation process. DCSD reserves the right to use information obtained through this RFI to develop future procurement strategies and solicitation requirements.

REQUIRED CONTENT / DOCUMENT CHECKLIST

All potential respondents must register as a vendor at <https://dekalbschoolsga.ionwave.net/Login.aspx>.

IMPORTANT NOTICE: Submittals to this solicitation will be received electronically on the DeKalb County School District website at <https://dekalbschoolsga.ionwave.net/Login.aspx>.

IonWave will not accept a bid submission without the required documents listed below. Failure to upload the required information and/or documentation required in this solicitation may cause the submission to be declared non-responsive and rejected.

Offerors are required to upload one (1) pdf. copy electronically via <https://dekalbschoolsga.ionwave.net/Login.aspx> of their response. Offerors must reply in a narrative to each requirement and question. "Understand and comply" responses are not acceptable. All RFQU submissions must include the following items and attachments.

The Request for Qualifications document, RFI 26- 742 K-12 Fresh Pizza Program (MUST BE the first document in the submission); this document is located at <http://www.dekalbschoolsga.org/solicitations>

Table of Contents for your submission

- Addenda – Each individual Addendum must be printed, signed, and inserted immediately following the Table of Contents (**Upload Required**)
- Attachment A – Non-Collusion (**Upload Required**)
- Attachment B - Conflict of Interest (**Upload Required**)
- Attachment C – Critical Paragraphs (**Upload Required**)
- Attachment D – Statement of Confidentiality and Non-Disclosure (**Upload Required**)
- Attachment E – Suspension and Debarment Certification (**Upload Required**)
- Attachment F– Signature Page (**Upload Required**)
- Technical Submission (**Upload Required**)
- Brochures, Catalogs, Manuals, Websites, Literature, and other marketing media
- Added Value

Attachment A

RFI 26-742

K-12 Fresh Pizza Program

Non-Collusion

Upload this documentation under the Response Attachment tab via IonWave titled “NON-COLLUSION”

Bidders shall fully certify that they, as an individual or as an engaging official of a formal business entity, have not entered into any agreement, participated in collusion, or otherwise taken any action in restraint of free and competitive responses to this bid. Further, bidders guarantee that their response are not made in conjunction with or on behalf of another party and that they have not been directly or indirectly induced in any manner or taken any action to result in a restriction of trade or in an unfair advantage.

Bidder must sign below acknowledging the above statement.

Signature of Company Representative:

Company Name/Certifying Official Signature

Date: _____

Attachment B

RFI 26-742

K-12 Fresh Pizza Program

Conflict of Interest

Upload this documentation under the Response Attachment tab via IonWave titled “Conflict of Interest”.

Offeror shall use its best efforts to disclose with their proposal the name of any officer, director, or agent who also is a DCSD employee, agent, representative, contractor, immediate family member (spouse, child, sibling, or parent or the spouse of a child, sibling or parent) or DeKalb County Board of Education member. Offerors shall also disclose the name of any DCSD employee, agent, representative, contractor, immediate family member or board member who owns, directly or indirectly, an interest in five percent or more in the Offeror's company or any of its branches. In the event the Offeror was aware of a conflict of interest prior to the award of the contract and did not disclose the conflict DCSD may, at its discretion, terminate the contract for default. The Offeror further agrees that, if after award, a conflict of interest is discovered, an immediate and full disclosure in writing must be made to the DCSD Purchasing Department which must include a description of the action which the Offeror has taken or proposes to take to avoid or mitigate such conflicts. If a conflict of interest is determined to exist, DCSD may, at its discretion, cancel the contract. Offerors shall certify that their response to this RFI is impartial, at arms-length, and free of any conflict of interest at this time, unfair advantage, or personal benefit to any DCSD official.

Signature of Company Representative:

Company Name/Certifying Official Signature

Date: _____

Attachment C

RFI 26-742

K-12 Fresh Pizza Program

Critical Paragraphs

Offerors must put their initials in the space provided in front of each critical paragraph and sign below. Initials signify that the information has been read and the offeror agrees to comply with the requirement, stipulations, terms and conditions. Attach and label "Critical Paragraph."

- 1) _____ This RFI does not commit DCSD to any offeror to this RFI. DCSD is not liable for any costs incurred by an offeror in responding to this RFI. There is no guarantee of any offeror receiving an award or contract as a result of submitting a response to this RFI.
- 2) _____ Any news release or publicity pertaining to any phase of this RFI will be the responsibility of DCSD and must be cleared through DCSD's Department of Communications and Community Relations.
- 3) _____ It is the responsibility of offerors to make themselves aware of and to comply with any addenda, questions and answers posted to the DCSD website in relation to this RFI. All addenda must be printed, signed by the certifying official and included in the RFI submittals. Failure to do so will cause the offeror to be deemed non-responsive to the requirements of this RFI.
- 4) _____ Offerors certify that they have not engaged in collusion and guarantee that their response is not made in conjunction with or on behalf of another party and that they have not been directly or indirectly induced or acted in any manner to result in restriction of trade or unfair advantage.

Signature of Company Representative:

Company Name/Certifying Official Signature

Date: _____

Attachment D
RFI 26-742
K-12 Fresh Pizza Program
Statement of Confidentiality and Non-
Disclosure

Any non-public information made available to the offeror by DCSD in relation to this RFI shall be used only for those purposes outlined in the RFI document and shall not be used in any other way without the written permission of the DCSD.

If the offeror is uncertain about the proposed use of information provided in relation to this RFI, the offeror shall consult with the DCSD RFI contact person as identified in the RFI document for clarification.

The offeror agrees to assume full responsibility for protecting the confidentiality of DCSD records that are not public information. Such information may include but is not limited to student and employee data and other written and oral information of a personal and/or confidential nature, which shall be safeguarded by the offeror to ensure that it is not improperly disclosed.

Offeror Company Name

Company Representative Name

Company Representative Signature

Date

Attachment E
RFI 26-742
K-12 Fresh Pizza Program
SUSPENSION AND DEBARMENT CERTIFICATION

By submitting this RFI, the offeror certifies that the proposing company and/or its principals have not been suspended, excluded, disqualified, debarred, proposed for debarment, declared ineligible or voluntarily excluded from participation in any transaction by any federal or state department or agency and that the offeror complies with all applicable orders, rules and regulations related thereto.

Further, by submitting this RFI, the offeror certifies that all lower tier participating individuals and/or company(s) and all respective principals of lower tier participants have not been suspended, excluded, disqualified, debarred, proposed for debarment, declared ineligible or voluntarily excluded from participation in any transaction by any federal or state department or agency and that the offeror complies with all applicable orders, rules and regulations related thereto.

The certification placed herein is a material representation of fact upon which reliance will be placed as RFI submissions are evaluated and any transaction is entered into. If it is later determined that the prospective offeror has knowingly rendered an erroneous certification, the DCSD may pursue all available remedies, including but not limited to suspension and/or debarment.

The prospective offeror shall provide immediate written notice to the DCSD Purchasing Department if at any time the prospective offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

The prospective offeror agrees by submitting this form that, should the proposed transaction be entered into, the prospective offeror shall not knowingly enter into any lower tier transaction with a person or entity that is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this transaction.

By signing and submitting this form, the offeror is providing the certification set out above.

Signature of Engaging Official: _____
(Offeror Company Name/Certifying Official Signature)

Date: _____

Further, the DCSD's Purchasing Department will check the SAMS website at <https://www.sams.gov/SAM/> to determine if the offeror is listed.

Attachment F
RFI 26-742
K-12 Fresh Pizza Program
SIGNATURE PAGE

I certify that I have read this RFI document in its entirety and agree to conform to and comply with the terms, conditions and requirements of this RFI. I also certify that I am a duly appointed official of the offering company with the authority to authorize and engage this RFI submittal. Further, I certify that the contents of the response to this RFI are true, accurate and complete.

Printed Name/Engaging Authorized
Company Official

Position/Title

Offeror's Company Name

Signature/Engaging Authorized
Company Official

E-mail Address

Telephone Number

Date

END OF RFI