



Request for Proposals

HRDC is seeking Pallet Racking for their new warehouse in Market Place. Proposals will be received until 5 pm on May 12th. Please address or email (preferred) to:

HRDC – Gallatin Valley Food Bank
602 Bond Street
Bozeman, MT 59715
Attn: Jon Horn, Operations Manager Gallatin Valley Food Bank
jhorn@thehrdc.org
406-586-7600

About HRDC

HRDC is a 501(c)3 non-profit Community Action Agency incorporated in 1975. HRDC is dedicated to building a better community through innovation and leadership. We provide programs and services in the areas of Housing, Food & Nutrition, Child & Youth Development, Senior Empowerment, Community Transportation, Home Heating–Energy–Safety, and Community Development. HRDC's main office is located in Bozeman, Montana and provides services to three counties – Gallatin, Park and Meagher counties. HRDC has a 15 member volunteer board of directors and approximately 200 employees.

Description of the project:

HRDC is addressing the need for additional space and services within three of our seven service areas. This Pallet Racking will address the need for additional and more functional space for our Gallatin Valley Food Bank, a key component in our Food and Nutrition Department. Due to increasing demand on existing services, our Gallatin Valley Food Bank will no longer sustain the growth the valley is experiencing.

HRDC needs/schedule:

The purpose of this Request for Proposal is to obtain pallet racking meeting the following requirements:

Pallet racking capable of holding 2,500 lb pallets

Add all appropriate and necessary column protectors and spacers

*See drawing with color key for intended racking design. Please contact Jon Horn, Operations Manager of the Gallatin Valley Food Bank, to request a PDF of the drawing.

Please indicate if the price quote includes installation.

Schedule:

April 24, 2023 RFP issued.

May 12, 2023 Proposals due by close of business

May 15, 2023 Interviewees selected and notified via phone; other firms notified of decision by letter.

Track Record and References:

- Please provide a client list.
- Delivery of product and turn around

HRDC RFP Firm Scoring Sheet

Factors	Point Range	CEO	Brd Rep	Assoc Dir	Program Director	Ops. Manager
a. Ability to deliver and install pallet racking by September 2023	0-40					
b. Price	0-40					
c. Prior customer feedback	0-20					
MAXIMUM POINTS	100					

HRDC instills hope, develops resources, designs solutions and changes lives. We envision a place where poverty has no impact because opportunities and quality of life are equally afforded to everyone.