

Bidder's Conference Minutes
RFP- Hands-On Career Exploration
09/03/2026 10:00 AM via ZOOM

ON CALL:

Belinda Miller
Kim Justus

Melissa Dethlefsen	HCPS	
Justin Wilkinson	Paxton Patterson	
Eric Sherrill	Toolkit	
Kate Ashelson	Learning Undefeated	

Kim quickly reviewed components from RFP,
Kim did a share screen of the RFP. She reviewed:

- Due Date
- SWN – Who we are
- Scope of Work
- Qualifications
- Submission

Questions were received:

1. Mobile? means in a classroom, mobile within the school building.
2. Budget? provide best price.
3. Can we list options? Yes to listing multiple options. HCPS has (10) middle schools, provide many possibilities for best possible reach.
4. Lab Stations? 4-5 pathways for 30 students running multiple modules at one time.
5. Labs are for (1) quarter. Lab is 45 minutes per day for 45 days possibly used for after school activities.
6. Start date? Use day zero not a specific date, use a range.
7. Training? One training for all trainers at one site. Approximately (10) people, standardize as much as possible but know that demand in region and interest of students may vary.

Thank you for attending and RFP's are due September 30th.