



NEW HAVEN  
COMMUNITY  
SCHOOLS

# REQUEST FOR PROPOSAL (R.F.P)

FOR

New Haven Community Schools

School Food Service Management

For the  
School Year Starting July 1, 2006.

Pre-Bid Meeting:  
10:30 am - February 3, 2006

Proposals are Due:  
2:00 pm - March 3, 2006

Completed Proposals must be delivered to:

New Haven Community Schools  
Attn: Dr. James Avery, Ed.D.  
58233 Gratiot Ave  
P.O. Box 482000  
New Haven, MI 48048

ADMINISTRATION AND  
BOARD OF EDUCATION  
OFFICE

58233 Gratiot Avenue  
P.O. Box 482000  
New Haven, MI 48048

Voice: (586) 749-5123  
FAX: (586) 749-6307

**All bidders must take note that the United States Postal Service will not deliver mail to the school district without the Post Office Box on the line above the City, State line. Other mail delivery services will not deliver to a post office box, so the street address is required. The Board of Education is not responsible for any bids, mailed through the Postal Service and not received in a timely fashion due to an incorrect or missing post office box or any other bids not received in a timely fashion.**

# GENERAL INFORMATION

## A. INTENT

This solicitation is for the purpose of entering into a contract for the operation of a food service program for the New Haven Community Schools herein after referred to as the School Food Authority (SFA). The bidder or Food Service Management Company will be referred to as the FSMC and the contract will be between the FSMC and the SFA.

## B. PROCUREMENT METHOD

The contract awarded will be a **cost reimbursable contract**.

1. For a fixed price contract, the contract is awarded to the bid with the combined lowest price per meal.
2. For a cost reimbursable contract, the bid must be submitted in two parts: a guaranteed price per meal/meal equivalent and a written presentation. The guaranteed price per meal may be weighted as 50% or more of the evaluation criteria while the presentation must be weighted as less than 50%. Evaluation criteria and method are shown on Bid Point Calculator and Evaluation Criteria.

## C. BID SUBMISSION AND AWARD

1. Sealed bids/proposals are to be submitted to **Dr. James Avery, Ed.D., Superintendent**. Bids/proposals will not be accepted after **2:00 p.m. on Friday, March 3, 2006**. Bid/proposal is to be submitted in a sealed envelope marked "Food Service Management Bid."
2. The SFA reserves the right to reject any or all bids, if deemed to be in the best interest of the SFA.
3. To be considered, each bidder must submit a complete response to this solicitation using the forms provided.
4. Awards shall be made to the qualified and responsible bidder whose bid is responsive to this solicitation. A responsible bidder is one whose financial, technical, and other resources indicate an ability to perform the services required by this solicitation.
5. Bidders or their authorized representatives are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting bids; failure to do so will be at the bidder's own risk and he/she cannot secure relief on the plea of error.
6. **If additional information is required, please contact Dr. James Avery, Ed.D., Superintendent at (586) 749-5123. .**

## D. INCURRED COSTS

The SFA is not liable for any cost incurred by the bidder prior to the signing of a contract by all parties.

## **E. CONTRACT TERMS**

This contract shall be for a period of one year beginning on or about **July 1, 2006 and ending June 30, 2007**, with up to four one-year renewals, with mutual agreement between the SFA and the FSMC.

**Fee Adjustments. Renegotiation of the administrative and management fees charged to the SFA in subsequent years of the agreement must not increase during the term of this contract.**

## **F. PRE-BID MEETING**

Interested bidders must meet to review the specifications, to clarify any questions, and for a walk-through of the facilities with school officials on **Friday, February 3, 2006 at 10:30 a.m. at the New Haven High School Library; 57700 Gratiot Avenue, New Haven, MI 48048**. Attendance is required.

## **G. LATE BIDS**

Any bid received after the exact time specified for receipt will not be considered.

## **H. BONDING REQUIREMENT**

**Bid Guarantee:** Bidder shall submit with his/her bid, a bid guarantee in the amount of five percent (5%) of the total bid price, which shall be in the form of a firm commitment such as a bid bond, postal money order, certified check, cashiers check or irrevocable letter of credit. Bid guarantees other than bid bonds will be returned (a) to unsuccessful bidders as soon as practicable after the opening of bids; and (b) to the successful bidder upon execution of such further contractual documents (i.e., insurance coverage) and bonds as may be required by the bid.

## **I. GIFTS FROM FSMC**

The SFA's officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or potential contractors. To the extent permissible under State law, rules, or regulations, such standards shall provide for appropriate penalties, sanctions, or other disciplinary actions to be applied for violations of such standards.

## **J. SELECTION OF MANAGER**

The SFA reserves the right to interview and approve the on-site food service manager.

## **K. EMPLOYEES**

The current food service employees of the SFA will continue to be employed by SFA.

## **L. MEAL EQUIVALENTS**

For the purpose of making the meal count computation, the number of lunches/breakfasts served to children shall be determined by actual count. The FSMC and SFA shall determine meal equivalents by dividing the net a la carte and catering revenue by the sum of the Federal free lunch reimbursement plus

the value of USDA entitlement and bonus-donated foods. This equivalent factor will be used for the optional years of contract renewal (maximum of 4). The revenue shall include catering sales, adult meals, and a la carte sales to students and adults **less sales tax**. If applicable, include revenue from vending machine sales as part of the a la carte revenue.

## **M. PAYMENT AND FEES**

The following definitions are provided to clarify cost included in the **administrative cost bid**:

Centralized company administrative cost, profit, data processing, generalized marketing, training of management in company specific areas, and legal fees.

The following definitions are provided to clarify **allowable direct costs**:

**Food** is defined as and limited to those items purchased for use in the preparation and service of student, adult, catered and a la carte meals as specified under terms and conditions. This includes the cost of commodity handling and warehousing charges.

**Labor** is defined as and limited to on-site employees responsible for the management, preparation, service, and clean-up of meals.

**Contracted Services** is cost incurred to pay for a service provided by another company. Typical cost would be: laundry services, pest control, and periodic maintenance services. Those costs normally recognized as a part of the FSMC administrative cost cannot be separately contracted for and charged to the SFA account.

**Transportation Cost** is cost incurred in operating a food service delivery vehicle. This would include gas, oil, tune-ups, and minor repairs. Cost of the purchase of a vehicle would be a capital expense.

**Non-food Expenses** are defined as paper supplies (including decorations), equipment rental, cleaning materials, travel as required for effective program management, uniforms, printing, taxes and licenses, insurance, and as contractually obligated herein. Products embossed with the FSMC logo are not to be considered allowable direct cost items.

**Cost of Capital Equipment** is the cost of purchasing equipment and installation of equipment exceeding \$5,000.00, which has had prior approval by the SFA.

Goods purchased become the property of the SFA, should not be company specific, and must be used solely to benefit the SFA. Reimbursement for cost of goods will be the actual purchases as documented by invoices less all discounts and rebates taken by the company. Where rebates are not made directly to the FSMC without designation to specific FSMC accounts, the FSMC will prorate the discount and credit the SFA.

# STANDARD TERMS AND CONDITIONS

## I. SCOPE AND PURPOSE

- A. The Food Service Management Company (FSMC) shall operate in conformance with the School Food Authority's (SFA) Agreement with the Michigan Department of Education (MDE) SM-4458 and attachments.
- B. The FSMC, as an independent contractor, shall have the exclusive right to operate the National School Lunch Program (NSLP), and/or School Breakfast Program (SBP), and/or Special Milk Program (SMP), and/or Summer Food Service Program (SFSP).
- C. The FSMC shall be an independent contractor and not an employee of the SFA. The employees of the FSMC are not employees of the SFA.
- D. The food service provided shall be operated and maintained as a benefit to the SFA's students, faculty, and staff.
- E. All income accruing as a result of payments by children and adults, federal and state reimbursements, and all other income from sources such as donations, special functions, grants, loans, etc., shall be deposited in the SFA's food service account. Any profit or guaranteed return shall remain in the SFA food service account. The SFA and the FSMC agree that this contract is neither a "cost-plus-a-percentage-of-income" nor a "cost-plus-a-percentage-of-cost" contract, as required under 7 CFR 210.16(c), 7 CFR 3016, and 7 CFR 3019.
- F. The SFA shall be legally responsible for the conduct of the food service program, and shall supervise the food service operations in such manner as will ensure compliance with the rules and regulations of the MDE and the United States Department of Agriculture (USDA) regarding each of the Child Nutrition Programs covered by this contract.
- G. The SFA shall retain control of the Child Nutrition Programs food service account and overall financial responsibility for the Child Nutrition Programs.
- H. The SFA shall establish all selling prices for reimbursable and non-reimbursable meals/milk and a la carte prices. Exception: Non-pricing programs need not establish a selling price for reimbursable meals/milk.
- I. The FSMC shall provide additional food service, such as banquets, parties, refreshments for meetings, etc, as requested by the SFA. The SFA or requesting organization will be billed for the actual cost of food, supplies, and labor; plus a mutually agreed upon mark up and the FSMC overhead and administrative expenses if applicable, for providing such service. USDA commodities shall not be used for these special functions.
- J. The FSMC shall cooperate with the SFA in promoting nutrition education and coordinating the SFA's food service with classroom instruction.

- K. The FSMC shall comply with the rules and regulations of the MDE and the USDA, and any additions or amendments thereto, including but not limited to, 7 CFR Parts 210, 215, 220, 245, and 250 and 225, if applicable; and Food and Nutrition Service instruction and policy, as applicable.
- L. The FSMC shall make substitutions in the food components of the meal pattern for students with disabilities when their disability restricts their diet, and those non-disabled students who are unable to consume regular lunch because of medical or other special dietary needs. Substitutions shall be made on a case-by-case basis when supported by a statement of the need for substitutes that includes recommended alternative foods, unless otherwise exempted by the Food and Nutrition Service, USDA. Such statement shall in the case of a student with a disability, be signed by a medical doctor or in the case of a non-disabled student, be signed by a recognized medical authority. There will be no additional charge to the student for such substitutions.

## **II. SIGNATURE AUTHORITY**

- A. The SFA shall retain signature authority for the application/agreement to participate in the NSLP, and/or SBP, and/or SMP, and/or SFSP including, but not limited to the Year End Report SM-4012 (A and/or R), Application Renewal, the Verification of Application Form, and letters to the MDE to amend the application.
- B. The SFA shall retain signature authority for the Monthly Claim for Reimbursement, SM-4012-SL.

## **III. FREE AND REDUCED PRICE MEALS POLICY**

- A. The SFA shall be responsible for the establishment and maintenance of the free and reduced price meals eligibility roster.
- B. The FSMC shall implement an accurate point of service meal/milk count using the meal counting system submitted by the SFA in its application to participate in the Child Nutrition Programs and approved by the MDE, as required under 7 CFR Part 210.8. Such meal/milk counting system must eliminate the potential for the overt identification of free and reduced price eligible students under 7 CFR Part 245.8. The SFA shall evaluate the monthly meal claim information submitted by the FSMC and verify that the information is accurate before submitting a claim for reimbursement using the Michigan Education Information System (MEIS).
- C. The SFA shall be responsible for the development, distribution, and collection of the parent letter and application for free and reduced price meals and/or free milk.
- D. The SFA shall be responsible for requesting a direct certification list from the MDE each year for use to determine eligibility for free meals without obtaining an application from the parent/guardian.
- E. The SFA shall be responsible for the determination of eligibility for free and reduced price meals and free milk and will not disclose confidential information to the FSMC that is not needed for meal counts from free and reduced price meal applications and/or the direct certification list, if used, as required under 7 CFR 210.16(a). The SFA will provide the FSMC with a list of children and their category of eligibility. This list must be updated when changes occur in a student's eligibility status.

- F. The SFA shall be responsible for conducting any hearings related to determinations regarding eligibility for free and reduced price meals and free milk.
- G. The SFA shall be responsible for verifying applications for free and reduced price meals, as required by federal regulations.
- H. The SFA shall be responsible for performing the annual on-site review.

#### IV. USDA DONATED FOOD

- A. Any USDA donated food received by the SFA and made available to the FSMC must accrue solely to the benefit of the SFA's non-profit school food and shall be fully utilized therein.
- B. The SFA shall retain title to all USDA donated food.
- C. The FSMC is prohibited from entering into any processing contracts utilizing USDA donated food on behalf of the SFA.
- D. The FSMC shall accept liability for any negligence on its part that results in any loss of, improper use of, or damage to, USDA donated food.
- E. The FSMC shall select, accept, and use USDA donated food in as large quantities as may be efficiently utilized in the SFA's non-profit food service, subject to approval of the SFA.
- F. The FSMC shall account for all USDA donated food separately from purchased food unless the SFA has chosen not to maintain a separate inventory. The FSMC is required to maintain accurate and complete records with respect to the receipt, use/disposition, storage, and inventory of USDA donated food. Failure by the FSMC to maintain the required records under this contract shall be considered prima facie evidence of improper distribution or loss of the USDA donated food.
- G. The FSMC shall have records available to substantiate that the full value of all USDA donated food is used solely for the benefit of the SFA.
- H. **If this is a fixed price contract**, the SFA must determine the existence of the proper pass through value of the USDA donated commodities, e.g., credits or reductions on the invoice in the month of utilization.

**If this is a cost-based contract**, the FSMC must provide the district with a copy of the quarterly *Recipient Entitlement Balance Report* from MDE.

In either case, the values are to be based on the values at the point the SFA receives the commodities from the State distributing agency and are to be based on the MDE Commodity Value Added Listing pertinent to the time period. This information is available from the Michigan Department of Education, Food Distribution Program.

- I. The FSMC is to properly credit the SFA's food service account monthly for all discounts, rebates, and allowances received by the FSMC associated with the purchase of processed commodity products on behalf of the SFA as well as the full value of USDA-donated commodities. All costs

charged to the SFA must be net of all discounts, rebates, and allowances received by the FSMC. The cost reduction shall be shown on the monthly invoice or operating statement as a credit or reduction in the amount billed to the SFA. In turn, the SFA must ensure that the food service account is being credited for these entitled benefits from USDA donated-commodities, purchase discounts, rebates, and allowances.

## V. HEALTH CERTIFICATIONS

- A. The SFA shall maintain all applicable health certifications on its facilities and shall ensure that all state and local regulations are being met by the FSMC preparing or serving meals at any SFA facility.
- B. The FSMC shall maintain for the duration of the contract state and/or local health certifications for any facility outside the SFA in which it proposes to prepare meals and shall maintain this health certification for the duration of the contract as required under 7 CFR 210.16(c).

## VI. MEALS

- A. The FSMC shall serve meals on such days and at such times as requested by the SFA.
- B. The SFA shall retain control of the quality, extent, and general nature of the food service.
- C. The FSMC shall offer free, reduced-price, and paid reimbursable meals to all eligible children participating in the SBP and/or NSLP.
- D. In order for the FSMC to offer a la carte food service, the FSMC must offer free, reduced-price, and paid reimbursable meals to all eligible children.
- E. The FSMC shall serve reimbursable lunches and breakfasts pursuant to the NSLP, where indicated on the enclosed *The School District Information* forms.
- F. The FSMC shall serve reimbursable milk pursuant to the SMP, where indicated on the enclosed *The School District Information* forms.
- G. The FSMC shall promote maximum participation in the Child Nutrition Programs.
- H. The FSMC shall provide the specified types of service in the schools/sites listed in *The School District Information* forms, which is hereby in all respects made a part of this contract.
- I. The FSMC shall sell on the premises only those foods and beverages authorized by the SFA and only at the times and places designated by the SFA.
- H. No payment will be made to the FSMC for meals that are spoiled or unwholesome at the time of delivery, do not meet detailed specifications as developed by the SFA for each food component in the meal pattern, or do not otherwise meet the requirements of the contract.



## VII. BOOKS AND RECORDS

- A. The FSMC shall maintain such records (supported by invoices, receipts, or other evidence) as the SFA will need to meet monthly reporting responsibilities and shall submit monthly operating statements in a format approved by the SFA no later than the tenth (10<sup>th</sup>) calendar days of the succeeding month in which services were rendered. Participation records shall be submitted in a timely manner to facilitate claims submission no later than the tenth (10<sup>th</sup>) day of the succeeding month in which services were rendered. The SFA shall perform edit checks on the participation records provided by the FSMC prior to the preparation and submission of the claim for reimbursement.
- B. The FSMC shall maintain records at the SFA to support all allowable expenses appearing on the monthly operating statement. These records shall be kept in an orderly fashion according to expense categories.
- C. The SFA shall conduct an internal audit of food, labor, and other large expense items quarterly, as well as performing random audits on smaller expense categories.
- D. The SFA and the FSMC must provide all documents as necessary for the independent auditor, MDE Reviewers, or agents of USDA to conduct the SFA's single audit.
- E. Books and records of the FSMC pertaining to the Child Nutrition Program operations shall be made available, upon demand, in an easily accessible manner for a period of three (3) years from the end of the contract term (including renewals) to which they pertain, for audit, examination, excerpts, and transcriptions by the SFA and/or any state or federal representatives and auditors.
- F. If audit findings regarding the FSMC's records have not been resolved within the three (3) year record retention period, the records must be retained beyond the three (3) year period, for as long as required for the resolution of the issues raised by the audit.
- G. The FSMC shall not remove state or federal required records from SFA premises upon contract termination.
- H. The SFA shall conduct a quarterly internal review of all records and documentation associated with the procurement of food and non-food items to ensure that the FSMC is complying with all applicable competitive procurement procedures according to 7 CFR Parts 3016 and 3019. The FSMC is to properly credit the SFA's food service account monthly for all discounts, rebates, and allowances received by the FSMC from the purchase of goods and services on the behalf of the SFA.

All costs charged to the SFA must be net of all discounts, rebates, and allowances received by the FSMC. This cost reduction shall be shown on the monthly invoice or operating statement as a credit or reduction to the amount billed to the SFA. In turn, the SFA must ensure that the food service account is being credited for these entitled discounts, rebates, and allowances.

- I. The FSMC shall surrender to the SFA upon termination of the contract all records pertaining to the operation of the food service, to include all food and non-food inventory records, menus, production records, product invoices, claim documentation, financial reports, and procurement documentation.

The records shall be in appropriate order and complete to the extent necessary to reconstruct individual cost of prior FSMC billings.

## **VIII. EMPLOYEES**

- A. The SFA shall have final approval authority regarding the hiring of the FSMC's site manager.
- B. The FSMC shall comply with all wage and hours of employment requirements of federal and state laws. The FSMC shall be responsible for supervising and training personnel, including SFA employed staff. Supervision activities include employee and labor relations, personnel development, and hiring and termination of FSMC management staff, with the exception of the site manager. The FSMC shall also be responsible for the hiring and termination of non-management staff who are employees of the FSMC.
- C. The FSMC shall provide Workers' Compensation coverage for its employees.
- D. The FSMC shall instruct its employees to abide by the policies, rules, and regulations, with respect to use of the SFA's premises as established by the SFA and which are furnished in writing to the FSMC.
- E. The FSMC shall maintain its own personnel and fringe benefits policies for its employees, subject to review by the SFA.
- F. Staffing patterns, with the exception of the site manager, shall be mutually agreed upon.
- G. The FSMC shall not be responsible for hiring employees in excess of the number required for efficient operation.
- H. The FSMC shall provide the SFA with a schedule of employees, positions, assigned locations, salaries, and hours to be worked, two (2) full calendar weeks prior to the commencement of operation.
- I. The SFA shall provide sanitary toilet and hand washing facilities for the employees of the FSMC.
- J. The SFA may request in writing the removal of any employee of the FSMC who violates health requirements or conducts himself/herself in a manner, which is detrimental to the well-being of the students.
- K. In the event of the removal or suspension of any such employee, the FSMC shall immediately restructure the food service staff without disruption of service.
- L. All SFA and/or FSMC personnel assigned to each school shall be instructed in the use of all emergency valves, switches, fire and safety devices in the kitchen and cafeteria areas.

## **IX. MONITORING**

- A. The SFA shall monitor the food service operation of the FSMC through periodic on-site visits to ensure that the food service is in conformance with all USDA program regulations.

- B. The records necessary for the SFA to complete the required monitoring activities must be maintained by the FSMC under this contract, and must be made available to the Auditor General, the USDA, the MDE, and the SFA upon request for the purpose of auditing, examination and review.

**X. USE OF ADVISORY GROUP/MENUS**

- A. The FSMC shall participate in the formation and establishment and periodic meetings of the SFA advisory board, comprised of students, teachers, and parents, to assist in menu planning.
- B. The FSMC must comply with the twenty-one (21) day menu developed by the SFA for NSLP, and/or SBP, included in the request for bid/proposal. Any changes made by the FSMC after the first twenty-one (21) day menu for the NSLP and/or SBP may be made only with the approval of the SFA. The SFA shall approve the menus no later than two (2) weeks prior to service.

**XI. USE OF FACILITIES, INVENTORY, EQUIPMENT, AND STORAGE**

- A. The SFA will make available without any cost or charge to the FSMC, area(s) of the premises agreeable to both parties in which the FSMC shall render its services.
- B. The SFA may request of the FSMC additional food service programs; however, the SFA reserves the right, at its sole discretion, to sell or dispense food or beverages provided such use does not interfere with the operation of the Child Nutrition Programs. However, this does not include the expansion of food service operations outside the confines of the school/school district, such as expansion to non-affiliated charter schools, non-public, or neighboring public schools, which were not part of the original bid.
- C. The FSMC and the SFA shall inventory the equipment and commodities owned by the SFA, including but not limited to, silverware, trays, chinaware, glassware, and kitchen utensils. This will be performed at the beginning of the contract and at the beginning of each successive school year if the renewal option is utilized.
- D. The FSMC shall maintain the inventory of silverware, chinaware, kitchen utensils, and other operating items necessary for the food service operation and at the inventory level as specified by the SFA.
- E. The SFA will replace expendable equipment and replace, repair, and maintain non-expendable equipment except when damages result from the use of less than reasonable care by the employees of the FSMC.
- F. The FSMC shall maintain adequate storage practices, inventory and control of USDA donated foods in conformance with the SFA's agreement with the Michigan Department of Education.
- G. The SFA shall provide the FSMC with local telephone service.
- H. The SFA shall furnish and install any equipment and/or make any structural changes needed to comply with federal, state, or local laws, ordinances, rules, and regulations.

- I. The SFA shall be responsible for any losses including USDA donated foods, which may arise due to equipment malfunction or loss of electrical power not within the control of the FSMC.
- J. All food preparation and serving equipment owned by the SFA shall remain on the premises of the SFA.
- K. The SFA shall not be responsible for loss or damage to equipment owned by the FSMC and located on the SFA premises.
- L. The FSMC shall notify the SFA of any equipment belonging to the FSMC on SFA premises within ten (10) days of its placement on SFA premises.
- M. The SFA shall have access, with or without notice, to all of the SFA's facilities used by the FSMC for purposes of inspection and audit.
- N. The FSMC shall not use the SFA's facilities to produce food, meals, or services for other organizations without the approval of the SFA. If such usage is mutually agreeable, there shall be a signed agreement, which stipulates the fees to be paid by the FSMC to the SFA for such facility usage.
- O. The SFA, on the termination or expiration of the contract, shall conduct a physical inventory of all equipment and commodities owned by the SFA.
- P. The FSMC shall surrender to the SFA upon termination of the contract, all SFA equipment and furnishings in good repair and condition.

## **XII. PURCHASES**

- A. The FSMC shall purchase all food and non-food commodities at the lowest price possible consistent with maintaining quality standards and in full compliance with OMB Circulars A-87 and A-110, 7 CFR Parts 210, 215, 220, 225, 245, 250, 3016, and 3019.
- B. The SFA shall receive all discounts or rebates for purchases made on its behalf.
- C. This contract shall not prevent the SFA from participating in food co-ops or purchasing food from vendors with whom the FSMC normally does not do business.

## **XIII. SANITATION**

- A. The FSMC shall place garbage and trash in containers in designated areas as specified by the SFA.
- B. The SFA shall remove all garbage and trash from the designated areas.
- C. The FSMC shall clean the kitchen and dining room areas as indicated on the *Cost Responsibility Detail Sheet*.
- D. The FSMC shall operate and care for all equipment and food service areas in a clean, safe, and healthy condition in accordance with the standards acceptable to the SFA and comply with all

applicable laws, ordinances, regulations, and rules of federal, state, and local authorities, including laws related to recycling.

- E. The SFA shall clean ducts and hoods above the filter line.
- F. The SFA shall provide extermination services as needed.
- G. The FSMC shall comply with all local and state sanitation requirements in the preparation of food.

#### **XIV. LICENSES, FEES & TAXES**

- A. The FSMC shall be responsible for paying all applicable taxes and fees, including but not limited to, excise tax, state and local income tax, and payroll and withholding taxes for FSMC employees. The FSMC shall hold the SFA harmless for all claims arising from payment of such taxes and fees. The extent of responsibility is designated in the cost responsibility attachment to this document.
- B. The FSMC shall obtain and post all licenses and permits as required by federal, state, and/or local law.
- C. The FSMC shall comply with all SFA building rules and regulations.

#### **XV. NON-DISCRIMINATION**

Both the SFA and the FSMC agree that no child who participates in the NSLP, SBP, SMP or SFSP, will be discriminated against on the basis of race, color, national origin, age, sex, or disability.

#### **XVI. EMERGENCY CLOSING**

- A. The SFA shall notify the FSMC of any interruption in utility service of which it has knowledge.
- B. The SFA shall notify the FSMC of any delay in the beginning of the school day or the closing of school(s) due to snow or other emergency situations.

#### **XVII. TERM & TERMINATION**

- A. This contract shall become effective on July 1, 2006 and terminate on June 30, 2007 with up to four one-year renewals with mutual agreement between the SFA and the FSMC.
- B. The SFA or the FSMC may terminate the contract for cause by giving sixty (60) days written notice.
- C. Neither the FSMC nor the SFA shall be responsible for any losses resulting if the fulfillment of the terms of the contract shall be delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God, or for any acts not within the control of the FSMC or the SFA, respectively, and which by the exercise of due diligence they were unable to prevent.

## XVIII. NON-PERFORMANCE BY FSMC

- A. In the event of the FSMC's non-performance under this contract and/or the violation or breach of the contract terms, the SFA shall have the right to pursue all administrative, contractual, and legal remedies against the FSMC and shall have the right to seek all sanctions and penalties as may be appropriate.
- B. The FSMC shall pay the SFA the full amount of any meal over claims, which are attributable to the FSMC's negligence, including those over claims based on review or audit findings, which occurred during the effective dates of original and renewal contracts.

## XIX. CERTIFICATIONS

- A. The FSMC shall comply with the mandatory standards and policies relating to energy efficiency, which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).
- B. The FSMC shall comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (the "Act"), 40 U.S.C §§ 327-330, as supplemented by the Department of Labor regulations, 29 CFR, Part 5. Under Section 103 of the Act, the FSMC shall be required to compute the wages of every laborer on the basis of a standard workday of eight (8) hours and a standard workweek of forty (40) hours. Work in excess of the standard workday or standard workweek is permissible provided that the worker is compensated at a rate of not less than 1-1/2 times the basic rate of pay for all hours worked in excess of eight (8) hours in any calendar day or forty (40) hours in any work week.
- C. The FSMC shall comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations, 41 CFR, Part 60.
- D. The FSMC shall comply with the following civil rights laws, as amended: Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; 7 CFR Parts 15, 15a, and 15b; the Americans with Disabilities Act; and FNS Instruction 113-6, Civil Rights Compliance and Enforcement in School Nutrition Programs.
- E. The FSMC shall comply with the Buy American provision for contracts that involve the purchase of food products with Federal funds, 7 CFR, Part 250.23.
- F. The FSMC **has signed** the Certification of Independent Price Determination, which was attached as an addendum to the FSMC's bid and which is incorporated herein by reference and made a part of this contract.
- G. The FSMC **has signed** the Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion, which was attached as an addendum to the FSMC's bid and which is incorporated herein by reference and made a part of this contract.

- H. The FSMC **has signed** the Certification Regarding Clean Water and Air, which was attached as an addendum to the FSMC's bid and which is incorporated herein by reference and made a part of this contract.
- I. The FSMC **has signed** the Certification Regarding Disclosure of Lobbying Activities, which was attached as an addendum to the FSMC's bid and which is incorporated herein by reference and made a part of this contract.

**XX. MISCELLANEOUS**

- A. This contract shall be construed under the laws of the State of Michigan. Any action or proceeding arising out of this contract shall be heard in the appropriate courts of the State of Michigan.
- B. The FSMC shall comply with the provisions of the bid specifications, which are hereby **in all respects made a part of this contract.**
- C. No provision of this contract shall be assigned or subcontracted without prior written consent of the SFA.
- D. No waiver of any default shall be construed to be or constitute a waiver of any subsequent claim.
- E. This response to the IFB or RFP and any riders, addenda, or appendices thereto constitutes the entire contract between the SFA and the FSMC.
- F. Any silence, absence, or omission from the contract specifications concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only materials (e.g., food, supplies, etc.) and workmanship of a quality that would normally be specified by the SFA are to be used.
- G. Payments on any claim shall not preclude the SFA from making a claim for adjustment on any item found not to have been in accordance with the provisions of this contract and bid specifications.
- H. The SFA shall be responsible for ensuring the resolution of program review and audit findings.
- I. This contract is subject to review and approval by the Michigan Department of Education, School Meals Program.
- J. **The FSMC shall submit a completed and signed Familial Disclosure Statement with this bid package as a condition of review of the bid.**
- K. **The FSMC shall submit the signed Affidavit of Bidder with this bid package as a condition of review of the bid. Any costs associated with completion of the Affidavit of Bidder and compliance with the School Safety Legislation are the responsibility of the FSMC.**

# AGREEMENT PAGE

This bidder certified that he/she shall operate in accordance with all applicable State and Federal regulations.

The bidder certified that all terms and conditions within the Bid Solicitation shall be considered a part of the contract as if incorporated therein.

This Agreement shall be in effect for one year and may be renewed by mutual agreement for four additional one-year periods.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representative on this day and year.

**ATTEST:**

**SCHOOL FOOD AUTHORITY:**

\_\_\_\_\_  
Signature of Witness for SFA

\_\_\_\_\_  
Signature of SFA Representative

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**ATTEST:**

**FOOD SERVICE MANAGEMENT COMPANY:**

\_\_\_\_\_  
Signature of Witness for FSMC

\_\_\_\_\_  
Signature of FSMC Representative

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



# **SUCCESSFUL BIDDER CERTIFICATIONS**

**These forms will be completed by the successful bidder and district representative in duplicate. One copy will be sent with the contract for approval by Michigan Department of Education (MDE). The other copy will be retained by the school district.**

**Certificate of Independent Price Determination**

**Suspension and Debarment Certification**

**Clean Air and Water Certificate**

**Disclosure of Lobbying Activities**

**Statement of Familial Relationships**

**Affidavit of Bidder Compliance with School Safety**

**Legislation**

# CERTIFICATE OF INDEPENDENT PRICE DETERMINATION

Both the School Food Authority (SFA) and Food Service Management Company (offeror) shall execute this Certificate of Independent Price Determination.

\_\_\_\_\_  
Name of Food Service Management Company

\_\_\_\_\_  
Name of School Food Authority

(A) By submission of this offer, the offeror certifies and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement:

- (1) The prices in this offer have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting completion, as to any matter relating to such prices with any other offeror or with any competitor;
- (2) Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed by the offeror and will not knowingly be disclosed by the offeror prior to bid opening in the case of an advertised procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other offeror or to any competitor; and
- (3) No attempt has been made or will be made by the offeror to induce any person or firm to submit or not to submit, an offer for the purpose of restricting competition.

(B) Each person signing this offer on behalf of the Food Service Management Company certifies that:

- (1) He or she is the person in the offeror's organization responsible within the organization for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or
- (2) He or she is not the person in other offeror's organization responsible within the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to (A)(1) through (A)(3) above, and as their agent does hereby so certify; and he or she has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above.

To the best of my knowledge, this Food Service Management Company, its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

\_\_\_\_\_  
Signature of Food Service Management  
Company's Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

In accepting this offer, the SFA certifies that no representative of the SFA has taken any action which may have jeopardized the independence of the offer referred to above.

\_\_\_\_\_  
Signature of School Food Authority's  
Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

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CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY,  
AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS

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This certification is required by the regulations implementing Executive Order 12549, Executive Order 12689, and 31 U.S.C. 6101; Debarment and Suspension, 7 CFR Part 3017, Subpart C, Responsibilities of Participants Regarding Transactions.

**(Please read instructions on next page before completing Certification.)**

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

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Organization Name

Award Number or Project Name

---

Name(s) and Titles(s) of Authorized Representatives(s)

---

Signature(s)

Date

# INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Excluded Parties List System (EPLS) at <http://epls.arnet.gov/>.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies as appropriate, including suspension and/or debarment.

# CLEAN AIR AND WATER CERTIFICATE

Applicable if the contract exceeds \$100,000 or the Contracting Officer has determined that the orders under an indefinite quantity contract in any one year will exceed \$100,000 or a facility to be used has been the subject of a conviction under the Clean Air Act (41 U.S.C. 1857c-8(c)(1) or the Federal Water Pollution Control Act 33 1319(d) and is listed by EPA or the contract is not otherwise exempt. Both the School Food Authority (SFA) and Food Service Management Company (offeror) shall execute this Certificate.

\_\_\_\_\_  
Name of Food Service Management Company

\_\_\_\_\_  
Name of School Food Authority

## THE FOOD SERVICE MANAGEMENT COMPANY AGREES AS FOLLOWS:

- A. To comply with all the requirements of Section 114 of the Clean Air Act, as amended (41 U.S.C. 1857, et seq., as amended by Public Law 91-604) and Section 308 of the Federal Water Pollution Control Act (33 U.S.C. 1251, et seq., as amended by Public Law 92-500), respectively, relating to inspection, monitoring, entry, reports, and information as well as other requirements specified in Section 114 and Section 308 of the Air Act and the Water Act, respectively, and all regulations and guidelines issued thereunder before the award of this contract.
- B. That no portion of the work required by this prime contract will be performed in a facility listed on the Environmental Protection Agency List of Violating Facilities on the date when this contract was awarded unless and until the EPA eliminates the name of such facility or facilities from such listing.
- C. To use his/her best efforts to comply with clean air standards and clean water standards at the facilities in which the contract is being performed.
- D. To insert the substance of the provisions of this clause in any nonexempt subcontract, including this paragraph.

## THE TERMS IN THIS CLAUSE HAVE THE FOLLOWING MEANINGS:

- A. The term "Air Act" means the Clean Air Act, as amended (41 U.S.C. 1957 et seq., as amended by Public Law 91-604).
- B. The term "Water Act" means Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq., as amended by Public Law 92-500).
- C. The term "Clean Air Standards" means any enforceable rules, regulations, guidelines, standards, limitations, orders, controls, prohibitions, or other requirements which are contained in, issued under, or otherwise adopted pursuant to the Air Act or Executive Order 11738, an applicable implementation plan as described in section 110(d) of the Clean Air Act (42 U.S.C. 1957c-5(d)), an approved implementation procedure or plan under Section 111(c) or Section 111(d), respectively, of the Air Act (42 U.S.C. 1857c-6(c) or (d)), or approved implementation procedure under Section 112(d) of the Air Act (42 U.S.C. 1857c-7(d)).
- D. The term "Clean Air Standards" means any enforceable limitation, control, condition, prohibition, standard, or other requirement which is promulgated pursuant to the Water Act or contained in a permit issued to a discharger by the Environmental Protection Agency or by a State under an approved program, as authorized by Section 402 of the Water Act (33 U.S.C. 1342) or by local government to ensure compliance with pretreatment regulations as required by Section 307 of the Water Act (33 U.S.C. 1317).
- E. The term "Compliance" means compliance with clean air or water standards. Compliance shall also mean compliance with a schedule or plan ordered or approved by a court of competent jurisdiction, the Environmental Protection Agency or an Air or Water Pollution Control Agency in accordance with the requirements of the Air Act or Water Act and regulations issued pursuant thereto.
- F. The term "facility" means any building, plant, installation, structure, mine, vessel, or other floating craft, location or sites of operations, owned, leased, or supervised by the Food Service Management Company.

\_\_\_\_\_  
Signature of Food Service Management  
Company's Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# NOTICE TO APPLICANTS – CERTIFICATION/DISCLOSURE REQUIREMENTS RELATED TO LOBBYING

Section 319 of Public Law 101-121 (31 U.S.C.), signed into law on October 23, 1989, imposes new prohibitions and requirements for disclosure and certification related to lobbying on recipients of Federal contracts, grants, cooperative agreements, and loans. Certain provisions of the law also apply to Federal commitments for loan guarantees and insurance; however, it provides exemptions for Indian tribes and tribal organizations.

Effective December 23, 1989, current and prospective recipients (and their subtier contractors and/or subgrantees) will be prohibited from using Federal funds, other than profits from a Federal contract, for lobbying Congress and any Federal agency in connection with the award of a particular contract, grant, cooperative agreement, or loan. In addition, for each award action in excess of \$100,000 (or \$150,000 for loans) on or after December 23, 1989, the law requires recipients and their subtier contractors and/or subgrantees to: (1) certify that they have neither used nor will use any appropriated funds for payment to lobbyists; (2) disclose the name, address, payment details, and purpose of any agreements with lobbyists whom recipients or their subtier contractors or subgrantees will pay with profits or **nonappropriated** funds on or after December 23, 1989; and (3) file quarterly updates about the use of lobbyists if material changes occur in their use. The law establishes civil penalties for noncompliance.

If you are a current recipient of funding or have an application, proposal, or bid pending as of December 23, 1989, the law will have the following immediate consequences for you:

- You are prohibited from using appropriated funds (other than profits from Federal contracts) on or after December 23, 1989, for lobbying Congress and any Federal agency in connection with a particular contract, grant, cooperative agreement or loan;
- You are required to execute the attached certification at the time of submission of an application or before any action in excess of \$100,000 is awarded; and
- You will be required to complete the lobbying disclosure form if the disclosure requirements apply to you.

Regulations implementing Section 319 of Public Law 101-121 have been published as an Interim Final Rule by the Office of Management and Budget as Part III of the February 26, 1990, **Federal Register** (pages 6736-6746).

# **CERTIFICATION REGARDING LOBBYING - CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS**

**The undersigned certifies, to the best of his or her knowledge and belief, that:**

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of any Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement;
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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**Organization Name**

**Award Number or Project Name**

---

**Name and Title of Authorized Representative**

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**Signature**

**Date**

# Familial Disclosure Statement

All bidders must submit the following familial disclosure statement in compliance with Section 1267 of the Revised School Code (MCL 380.1267) and attach this form to the bid. The New Haven Community School District shall not accept a bid that does not include this sworn and notarized statement. The Familial Disclosure Statement form must be completed in its entirety.

By this sworn and notarized statement, I am disclosing the familial relationship(s) that exist between the owner(s) or any employee of the firm and any member of the New Haven Community School District Board of Education or the Superintendent of the New Haven Schools as follows: (Please provide owner/employee name, position, name of relative, and the nature of the familial relationship, or state NONE).

Owner/Employee Name	Position	Name of relative (Board Member or Superintendent)	Nature of Relationship
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

**STATE OF MICHIGAN**

**COUNTY OF** \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me a Notary Public in and for the county, personally appeared \_\_\_\_\_, agent of the firm \_\_\_\_\_ and who acknowledged the same to his free act and deed as such agent.

\_\_\_\_\_, Notary Public in and for the  
County of \_\_\_\_\_, State of Michigan

My Commission expires \_\_\_\_\_



# Affidavit of Bidder

## In Compliance with the School Safety Legislation

The undersigned, the owner or authorized official of \_\_\_\_\_ (the "bidder"), certifies to the New Haven Community School District (the "School District") that any and all persons who will work directly or indirectly for the Bidder, including, but not limited to, Bidder's employees, agents, vendors, subcontractors or consultants, and who will work at or on any School District property, have been fingerprinted, have provided criminal background checks from the State Police and FBI and have not been convicted of any of the "listed offenses" in the legislation.

Additionally, the Bidder warrants and represents to the School District that he/she shall at all times be in compliance with MCL 380.1230, 380.1230a, 380.1230c, 380.1230d, and 380.1230g. the Bidder further warrants and represents that all persons who will work directly or indirectly for the Bidder, including, but not limited to, Bidder's employees, agents, vendors, subcontractors or consultants, and who will work at or on any School District property, shall at all times be in compliance with MCL 380.1230, 380.1230a, 380.1230c, 380.1230d, and 380.1230g. In this regard, Bidder agrees, without limitation, to report within three (3) business days to the School District when any such person is charged with a crime listed in Section 1535a(1) of the Revised School Code or a substantially similar law, and to immediately report to the School District if that person is subsequently convicted, plead guilty, or plead no contest to that crime.

### Bidder:

\_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

**STATE OF MICHIGAN**

**COUNTY OF** \_\_\_\_\_

This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2006, by

\_\_\_\_\_

\_\_\_\_\_, Notary Public in and for the  
County of \_\_\_\_\_, State of Michigan

My Commission expires \_\_\_\_\_

# **SFA Information Section**

**The following information section will represent all of the common information from the district regarding the Food Service program - cost, income, and service needs.**

**Bid Point Calculator and Evaluation Criteria (Cost Reimbursable Contract Only)**

		Company Name					
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;">                     Maximum Points                      100  <u>High Points Wins Contract</u> </div>							
<b>Bid Calculation and Evaluation Criteria</b>							
<b>Bid (list bid price per meal from lowest to highest)</b>							
<b>Subtract lowest bid from bid above</b>		0.00	0.00	0.00	0.00	0.00	0.00
<b>Divide answer from above by lowest bid</b>		-	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Subtract answer above from 1</b>		1.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
51	<b>Multiply answer above by 51 or more</b>	51.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<i>Pts. Below</i>	<b>-List Non-Price Criteria Below- (points will total 100 when added to Bid Points)</b>						
12	<b>Plan to increase participation</b>						
	Plan to increase student participation at all levels						
	Plan to provide additional options to students						
	Plan to seek student & staff input						
9	<b>Past Performance</b>						
	Review of other district participation increases						
	Local Health/Safety Inspections and reports						
9	<b>School Food Service Management Experience</b>						
	Experience of local manager in school foodservice						
	Ability to work with union employees						
	Ability to work with other district personnel						
	Support for local wellness program						
5	<b>Proposed Company support</b>						
	Promotional materials						
	Plan for company support for wellness program						
	Support for POS systems						
5	<b>District Manager Support</b>						
	Level of support and guidance provided to on-site manager						
	Visibility and planned visitations to site						
3	<b>Employee Training Program</b>						
	Training program for employees						
	Food safety and sanitation training programs						
2	<b>Training Program for On-Site Manager</b>						
4	<b>Evaluation of References</b>						
100	<b>TOTAL</b>	51.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

# LABOR AND FRINGE WORKSHEET

SFA/FSMC Employees

Pay rates for the School Year 2004-2005

School Building*	Employee	Job Title*	Hrly Pay	Daily Hrs*	Annual Days*	Total Wages*	Retirement*	FICA/Med %	Wk Comp (Cost per \$100 of Salary)	Insurance & Longevity
							14.87%	7.65%	\$3.40	
New Haven Elementary	Hentschel, M	Cook	10.49	5.50	168.00	9,692.76	1,441.31	741.50	329.55	
New Haven Middle School	Guerrero, G	Cook	10.49	5.50	168.00	9,692.76	1,441.31	741.50	329.55	
	Hood, K	Cook	10.49	5.50	168.00	9,692.76	1,441.31	741.50	329.55	
New Haven High School	Chandler, M	Head Baker	7.38	5.50	168.00	6,819.12	1,014.00	521.66	231.85	
	Guerrero, E	Cook	10.49	4.75	168.00	8,371.02	1,244.77	640.38	284.61	
	Harris, J (Retired)	Head Baker	10.49	6.00	168.00	10,573.92	1,572.34	808.90	359.51	
	Marcaath, A	Cook	10.49	4.50	168.00	7,930.44	1,179.26	606.68	269.63	
	Meldrum, J	Cook	10.49	5.00	168.00	8,811.60	1,310.28	674.09	299.59	
	Perry, O	Head Baker	10.64	6.00	168.00	10,725.12	1,594.83	820.47	364.65	
	Podolan, R	Van Driver	10.49	5.75	168	10,133.34	1,506.83	775.20	344.53	
Substitute	Dalton, J		7.23			1,245.28	185.17	95.26	42.34	
Substitute	Theisen		7.23			366.90	54.56	28.07	12.47	
Payment for unused sick days on retirement- One Time										
						4,500.00		344.25	153.00	
Payment for unused vacation days - One Time										
						288.50		22.07	9.81	
Payment for unused vacation/sick days										
						3,935.68		301.08	133.81	
Total Food Service										
						102,779.20	13,985.98	7,862.61	3,494.49	

## COST INFORMATION

Based on 173 Days of Service in School Year 2004-05

**EXPENSES:** *(From Food Service Account)*

**TOTAL COST**

Food Cost-Including commodities delivery charge	\$	<u>128,103.00</u>
Labor	\$	<u>102,779.00</u>
Fringe Benefits	\$	<u>25,439.00</u>
On-Site Manager Salary & Benefits	\$	<u>56,321.00</u>
Contracted Services	\$	<u>18,987.00</u>
Transportation Cost	\$	<u>-</u>
Non-Food (Supplies and Other Materials)	\$	<u>26,728.00</u>
Indirect Cost (Assigned to food service)	\$	<u>19,210.00</u>
Other:		<u>                    </u>
		<u>                    </u>
		<u>                    </u>
<b>Total</b>	<b>\$</b>	<b><u>377,567.00</u></b>

Please refer to the district annual audit for additional cost information.





## REVENUE INFORMATION

Based on 159 Days of Lunch/ 173 Days of Breakfast in School Year 2004-05

LOCAL REVENUE			
<b>Breakfasts:</b>			
	Number Sold:	Price:	
Paid	12,337	\$1.00	\$12,337.00
Reduced	3,903	0.30	1,170.90
Adult			0.00
<b>Breakfast Revenue:</b>			<b>\$13,507.90</b>
<b>Lunches:</b>			
Elementary Paid	18,231	1.75	\$31,904.25
Secondary Paid	18,318	2.00	36,636.00
Reduced	9,726	0.40	3,890.40
Adult	3,200	2.75	8,800.00
<b>Lunch Revenue:</b>			<b>\$81,230.65</b>
<b>Special Milk</b>	<b>Special Milk Revenue:</b>		<b>\$ -</b>
*A la Carte Sales	=	\$	40,829.00
Catering and Other Functions	=	\$	23,430.00
Other, i.e., Head Start, Senior Citizens, etc.	=	\$	7,035.00
Other Sponsors	=	\$	-
Summer Programs	=	\$	-
<b>Total Local Revenue</b>			<b>\$166,032.55</b>

\*Includes income from vending machines, if applicable.

FEDERAL REIMBURSEMENTS:			
	Number Sold:	Federal Rates for SY 2004-05	
<b>Breakfasts:</b>			
Free		1.23 \$	-
Free, severe need	36,856	1.47 \$	54,178.32
Reduced		0.93 \$	-
Reduced, severe need	3,903	1.17 \$	4,566.51
Paid	12,337	0.23 \$	2,837.51
<b>Lunches:</b>			
Free	43,351	2.24 \$	97,106.24
Free, severe need		2.26 \$	-
Reduced	9,726	1.84 \$	17,895.84
Reduced, severe need		1.86 \$	-
Paid	36,549	0.21 \$	7,675.29
Paid, severe need		0.23 \$	-
<b>Total Meals Reimbursement</b>			<b>\$ 184,259.71</b>
<b>Special Milk:</b>			
Paid		0.1700	0
Free		varies	
<b>Special Milk Reimbursement</b>			<b>\$ -</b>
Total Federal Reimbursement		\$	184,259.71
State Reimbursement		\$	34,755.00
Interest Income			
Total Local Revenue		\$	166,032.55
<b>Total Revenue</b>			<b>\$ 385,047.26</b>

Check one:

- ( ) These figures are based on projected revenue for the current school year (2005-06) using the month(s) of insert month(s), year. (Remember to change federal reimbursement rates)
- (X ) These figures are based on actual revenue from the previous school year (2004-05).



**MEALS AND MEAL EQUIVALENT CALCULATOR**

Federal Free Lunch Rate	\$	2.3200	
+ Commodity Rate	\$	0.1750	
Total	\$	2.4950	
*A la carte and catering income	\$	73,059.00	
Meal Equivalents (Divide Income by Total)			29,282
Breakfasts Served			53,096
Lunches Served			89,626
*Total Meals and Meal Equivalents			172,004

A la Carte income includes and income from dining room operations which are not part of the Reimbursable Meals Program.

\*Check one:

- ( ) The a la carte and catering income, total meals and meal equivalents is based on data from a projection for the current school year (2005-06) using the month(s) of insert month(s), year.
- ( X ) The a la carte and catering income, total meals and meal equivalents is based on data from the entire previous school year (2004-05).





## Cost Responsibility Detail Sheet

Indicate with an "x" whether the cost will be paid by the FSMC, the School District, or whether the cost does not apply to the prospective contract.

<u>Areas of Responsibility</u>	<u>FSMC</u>	<u>SFA</u>	<u>N/A</u>
<b><u>Food</u></b>			
Food Purchases	X		
Commodity Handling & Processing Charges	X		
Processing and Payment of Invoices	X		
<b><u>Non-Food</u></b>			
	X		
<b><u>Labor</u></b>			
FSMC Employees			
Salary/Wages	X		
Fringe Benefits & Insurance	X		
Retirement	X		
Payroll Taxes	X		
Workers Compensation	X		
Unemployment Compensation	X		
Preparation & Processing of Payroll	X		
SFA Employees			
Wages		X	
Fringe Benefits & Insurance		X	
Retirement		X	
Payroll Taxes		X	
Workers Compensation		X	
Unemployment Compensation		X	
Preparation & Processing of Payroll		X	
<b><u>Miscellaneous/Additional Items</u></b>			
Cleaning/Janitorial Supplies	X	X	
Paper/Disposable Supplies	X		
Tickets/Tokens/I.D. System		X	
Silverware/Glassware			
Initial Inventory		X	
Replacement During Operation		X	
<b><u>Telephone</u></b>			
Local		X	
Long Distance		X	
<b><u>Uniforms</u></b>			
		X	
<b><u>Linens</u></b>			
		X	
<b><u>Laundry</u></b>			
	X		

<u>Areas of Responsibility</u>	<u>FSMC</u>	<u>SFA</u>	<u>N/A</u>
<b><u>Trash Removal</u></b>			
From Kitchen	X		
From Dining Area		X	
From Premises		X	
<b><u>Pest Control</u></b>		X	
<b><u>Equipment Replacement &amp; Repair</u></b>			
Non-expendable		X	
Expendable		X	
<b><u>Products &amp; Public Liability</u></b>	X	X	
<b><u>Insurance</u></b>	X	X	
<b><u>Equipment Rental (explain)</u></b>		X	
<b><u>Car/Truck Rental (explain)</u></b>		X	
<b><u>Vehicle Maintenance</u></b>		X	
<b><u>Storage Costs</u></b>		X	
<b><u>Courier Services</u></b>		X	
<b><u>Non-FSMC Employee Recruitment</u></b>	X	X	
<b><u>Sales Tax</u></b>		X	
<b><u>Other Taxes and Materials</u></b>		X	
<b><u>Printing</u></b>		X	
<b><u>Promotional Materials</u></b>	X	X	
<b><u>Other (cannot include overhead expenses incurred by FSMC)</u></b>		X	
<b><u>Cleaning Responsibilities</u></b>			
Preparation Areas		X	
Serving Areas		X	
Kitchen Floors		X	
Dining Room Floors		X	
Hoods, Duct Work		X	
Routine Cleaning of Tables and Chairs		X	
Cafeteria Walls		X	
Light Fixtures		X	
Windows		X	
Grease Traps		X	
Restrooms		X	

## **October 2005 SM-4012 Claim Report**

NEW HAVEN COMMUNITY SCHOOLS (50170)  
 58233 GRATIOT AVENUE  
 BOX 487000  
 NEW HAVEN MI 48048

Status Report for the Month Of OCTOBER 2005

A. Activities For Claim Month OCTOBER 2005:

1. ORIGINAL CLAIM School Meals Program PROCESS DATE: Nov 16, 2005 SM-4012 SL

	Servings	Rate	Reimbursement
<b>Breakfast</b>			
TOTAL	6,929	0.2300	\$1,593.67
REDUCED R	421	0.5800	\$412.50
FREE R	4,667	1.2800	\$5,973.76
Breakfast Reimbursement Total			\$7,980.01
<b>Lunch</b>			
TOTAL	12,205	0.2200	\$2,685.10
REDUCED R	1,055	1.7000	\$1,861.50
FREE R	5,767	2.1000	\$12,110.70
Lunch Reimbursement Total			\$16,657.30
Original Claim Reimbursement Total			\$24,637.31

B. Payment Summary For Claim Month OCTOBER 2005:

	\$24,637.31
	\$0.00
	\$24,637.31

Main Menu Logout

CLAIM OVERVIEW

*021*  
 You May Certify This Claim  *02100-11/13/2025*

*Elementary*

MEAL TYPE	TOTAL SERVINGS	TOTAL PAID	TOTAL FREE	TOTAL REDUCED	DAYS SERVED	NUMBER OF ELIGIBLE STUDENTS		STUDENT ENROLLMENT
						FREE	REDUCED PRICE	
BREAKFAST	00002074	00006084	00001947	00000043	20	000155	000013	000502
LUNCH	00005263	00002292	00002456	00000535	20			

Enter/Edit Site Data

*High School*

MEAL TYPE	TOTAL SERVINGS	TOTAL PAID	TOTAL FREE	TOTAL REDUCED	DAYS SERVED	NUMBER OF ELIGIBLE STUDENTS		STUDENT ENROLLMENT
						FREE	REDUCED PRICE	
BREAKFAST	00001699	00000919	00000715	00000064	19	000037	000019	000337
LUNCH	00002730	00001494	00001075	00000160	19			

Enter/Edit Site Data

*Middle School*

MEAL TYPE	TOTAL SERVINGS	TOTAL PAID	TOTAL FREE	TOTAL REDUCED	DAYS SERVED	NUMBER OF ELIGIBLE STUDENTS		STUDENT ENROLLMENT
						FREE	REDUCED PRICE	
BREAKFAST	00003156	00000638	00002004	00000114	20	000140	000037	000385
LUNCH	00004122	00001557	00002235	00000406	19			

Enter/Edit Site Data

Return to Main Menu  
Logout






**Sample 21-day cycle Breakfast and Lunch Menus  
for district buildings.**

**WELCOME BACK**  
**New Haven Schools Breakfast Menu for**  
**October 2005**

3	Fruit Filled Muffin Fruit Milk	4	Pancake Sausage On a Stick Fruit & Milk	5	Fruit Filled Danish Fruit & Milk	6	French Toast Stick w/ Syrup Fruit & Milk	7	Breakfast Pizza Fruit & Milk	
<b>BREAKFAST SERVED DAILY- STUDENTS \$1.00 REDUCED .30 MILK .35</b>										
10	Super Donut Fruit & Milk	11	Breakfast Burrito Fruit & Milk	12	Waffle Stick w/ Syrup Fruit & Milk	13	Pancake Sausage on a Stick Fruit & Milk	14	No School PA - 25 Day QUESTIONS CALL Ms. Gottler 749-9810	
<b>ALL AMERICAN BREAKFAST MONTH</b>										
<i>Popovers and Cereal are served everyday. Additional Entrees are featured daily. Make your own choice.</i>										
17	Fruit Filled Muffin Fruit & Milk  Lunch Prices Students \$1.75 Reduced .40 Milk .35	18	French Toast Sticks With Syrup Fruit Milk	19	Apple, Cheese or Strawberry Danish Fruit & Milk	20	Bagel and Cream Cheese Fruit & Milk  All Exercise is Good Exercise	21	Glazed Donut Stick Fruit & Milk  Prepaying for meals may be done in the CAFETERIA LADIES or in your classroom	
<i>Discrimination against race, color, sex, national origin, handicap or religion is prohibited by law.</i>										
24	Fruit filled Danish	25	Breakfast Hot Pocket Fruit & Milk	26	Super Donuts Fruit & Milk	27	Pancake Sausage on a Stick Fruit & Milk	28	Breakfast Pizza Fruit & Milk	
<b>BREAKFAST INCLUDE CHOICE OF MAIN ENTREE, FRUIT OR FRUIT CUP AND MILK</b>										
<b>PYRAMID PETE MAKES BALANCED CHOICES</b>			<b>MORNING</b>				<b>EAT WITH US</b>			<b>Coach yourself with Healthy Choices for a Active Lifestyle</b>
<b>Food Service Provided By Chartwells Dining Ser.</b>										
<b>Menu Subject to Change Without Notice - Application for Free or Reduced Meals Available from Cashier</b>										

# New Haven Elementary Lunch Menu for October 2005

3	Pizza Sweet Baby Peas Cauling Peas Milk	4	Homemade Creamy Mac & Cheese Dimmer Roll Hot Veggie & Fruit Milk	5	Breaded Pork Cutlet on a Bun Veggie Medley Fruit Cup Choice of Milk	6	LUCKY TRAY Meaty Italian Spaghetti Garlic Bread Seasoned Green Beans Fruit Ice Milk	7	Meat and Cheese Nachos Dimmer Roll Fresh Garden Salad Festive Fruit Choice of Milk
10	Burger in a Bun Sweet Corn and Peaches SM. BAG OF CHEETOS Milk  Type A Lunch includes Entrée, Bread Item, Veggie, Fruit & Milk	11	Grill Cheese Sandwich Tomato Soup Fresh Celery Snacks Florida Orange Wedges Milk Saled Bar Available Daily	12	BIRTHDAY DAY Chocolate Chip Cookie w/ Lunch Corn dog on a Stick Fresh Veggie Sticks Pineapple Tidbits Choice of Milk	13	Chicken Nuggets w/ Sallets Biscuit, Baby Peas Fresh Fruit Milk Nutritional Information Available Upon Request	14	PA-25 Curriculum Workday No School  QUESTIONS CALL Ms. Gottler 749-9510
<b>BREAKFAST SERVED DAILY - STUDENTS \$1.50 REDUCED .50</b> Fresh entrée alternative: Peanut Butter & Jelly Sandwich									
17	EAT - LEARN - LIVE Chicken Party in a Bun Garden Salad Pineapple Tidbits Milk Student: \$1.75 Reduced .40 Milk .35	18	Spicy and Meaty Chili Soft Potato Corny Corn Mixed Fruit Milk Adult Lunch \$2.75 Special Orders	19	Tuna Salad in a Pin Pochet Pasta Salad Veggie Sticks Fresh Fruit Milk  FLN IN THE SUN DAY	20	Meaty Soft Shell Taco Refried Beans Tossed Salad & Ripe Banana Milk 	21	Cheese Stuff Breadsticks Dipping Sauce Mixed Vegetables Fruit Cup Milk
<b>WEEKLY ENTRÉE ALTERNATIVE: Second Choice Chili Roll</b>									
24	Hotdog in a Bun Green Beans Fancy Fruit Small Bag of Fritos Milk	25	Cheese Pizza Garden Salad Fruit Cup Milk Weekly entrée alternative: Bologna & Cheese Sandwich	26	Romaine with Meaty Sauce Cheese Bread Green Beans Pineapple Tidbits Choice of Milk	27	Super Meat & Cheese Sub Veggie Sticks Peaches Milk LUCKY TRAY	28	Tender Chicken Nuggets Biscuit Baby Peas, Mixed Fruit Pasta Salad Milk
<b>WEEKLY ENTRÉE ALTERNATIVE: Second Choice Peanut Butter &amp; Jelly Sandwich</b>									
Pyramid Pete had a wonderful time in New York City celebrating his birthday. But the weather is starting to get cooler so Pete decides to head south to Miami, Florida for some fun in the sun. Pyramid Pete had a wonderful time after traveling 1,097 miles south to Miami. Pete and his new coach meet up with Pyramid Peaches. Pyramid especially likes to eat fruit since a fruit is low in fat and full of nutrients. Florida Oranges.									
Since the weather is so nice in Florida Coach suggests that they go rollerblading for some fun and exercise. After they finish on some Florida Oranges.									
Preparing for meals may be done in your classroom or with Ms. Becky in the cafeteria.									
Menu Subject to Change Without Notice Food Service Provided by Chartwells School Dining									

**New Haven Middle School Lunch Menu  
October - 2005**

Station/ Available Daily	Daily Specials				
	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Origin</b>	3	4	5	6	7
Homemade Casserole or Specialty Entrees Served w/ Hot Veggie, Fruit, Bread & Milk	Chicken Quesadilla  Meat & Cheese Nachos	Hot Ham & Cheese Bagels  Mac & Cheese Dinner Roll  French Fries	Jose Ole' Tacos & Burritos	Spicy Chicken  Meaty Spaghetti Garlic Bread  French Fries	Meat & Cheese Nachos  Fish Sandwich  Pizza
<b>Trafforia</b>	10	11	12	13	14
Fresh Homemade Cheese and Pepperoni Pizza Made Daily	Pizza  Philly Sub  Spicy Chicken	Chicken Melt  Tomato Soup & Grill Cheese  French Fries	Fried Chicken Drumsticks  Mashed Potatoes Choice of Fruit  Milk	French Fries  Salami & Cream Cheese Bagel  Meaty Goulash	PA-25 Curriculum Workshop  No School
<b>Sandwich Central</b> Subs & Sandwiches Deli Slice Ham, Roast Beef, Turkey & Sub Meats, Am. Cheese & Provolone. Accompaniments: Lettuce, Tomatoes, Onions & Mild Peppers	17	18	19	20	21
	Pizza  Turkey and Cheese Hoagie  Spicy Chicken	Chili & Pretzel Corsey Dog  French Fries  Soup & Grill Cheese	1/2 Day of School  Parent / Teacher Conferences 12:30 - 3:30pm 5:00 - 8:00pm	Fries  Jose Ole' Taco  Italian Subs	Fish Sandwich  Pizza  Ham & Cheese Hot Pocket
<b>Fresh Grille</b> Hot Dog Cheeseburger Chicken Patty Sandwich  Hot Grab and Go  <i>A La Carte:</i> French Fries	24	25	26	27	28
	Pizza  Chicken Melt  Italian Sub	Spicy Chicken Patty  Soup & Grill Cheese  French Fries	Bosco Cheese Stuff Bread Sticks  Hot Vegetables Fruit Milk	Breaded Pork Cutlet in a Bun  Fries  Roni with Meat Sauce	French Bread Pizza  Fish/Cheese Sandwich  Philly Sub
<b>Garden Emporium</b>	Cheese Burgers Chicken Patty Subs	Premade Chef Salads Daily		Grab & Go Specials	Specialty Salads  Deli Sandwiches
<b>Accompaniments</b>	<i>Included w/your meal daily: Vegetable, Fresh or Canned Fruit &amp; Choice of Milk</i>				
<b>Director</b> Ethel Gortler 586-748-9810	Discrimination against race, color, sex, national origin, handicap or religion is prohibited by law				
FOOD SERVICE PROVIDED BY CHARTWELLS DINING SERVICE					

## New Haven High School Lunch Menu October - 2005

Station/ Available Daily	Daily Specials				
	Monday	Tuesday	Wednesday	Thursday	Friday
Origins	3	4	5	6	7
Homemade Casserole or Specialty Entree Served w/ Hot Veggie, Fruit, Bread & Milk	Turkey Ala King Over Rice Veggie Pizza Chicken Noodle Soup & Grill Cheese	Meat Lovers Pizza Mac & Cheese Dinner Roll Egg Salad Wrap	Veggie Pizza Jose Ole' Burrito Turkey & Cheese Sub	Spicy Chicken Party Philly Style Pizza Meaty Spaghetti Garlic Toast	Meat & Cheese Nachos Cheese Pizza Breaded Fish Sandwich
Trattoria	10	11	12	13	14
Fresh Homemade Cheese and Pepperoni Pizza Made Daily	Double Pepperoni Pizza Cream of Broccoli & Grill Cheese Chicken Fajitas	Beef & Cheese Philly Spicy Chicken Bosto Cheese Stuff Bread Sticks	Chicken Alfredo Garlic Bread BLT Pizza Turkey Club	Chicken Quesadilla Ham & Cheese Bagel Hawaiian Pizza	PA - 25 Curriculum Workshop No School
Sandwich Central Subs & Sandwiches Deli Slice Ham, Roast Beef, Turkey & Sub Meats, Ana Cheese & Provolone Accompaniments: Lettuce, Tomatoes, Onions & Mild Peppers	17	18	19	20	21
	Bacon Cheese Burger Italian Wrap Cream of Potato Soup & Grill Cheese	Chalupa Chicken Cordon Bleu Pepperoni mushroom Pizza Chili & Soft Pretzel	Buffalo Style Pizza Taco Salad Platter Fried Chicken Drumstick	1/2 Day Parent / Teacher Conferences 12:30 - 3:30pm 5:00 - 8:00pm	Fish Sandwich Cheese Pizza Spicy Chicken
Fresh Grills Hot Dog Cheeseburger Chicken Party Sandwich Hot Grab and Go A La Carte: French Fries	24	25	26	27	28
	Chicken Noodle Soup & Grill Cheese Beef & Cheese Melt Italian Pasta w/ Garlic Bread	Sausage Topped Pizza Meatloaf / Mashed Potatoes Italian Hoagie	Ham and Pineapple Pizza Steiner (Ham & Turkey Pepper Jack Cheese) Rotini w/ Meat Sauce Garlic Bread	Cheese Burger Pizza Crispy Chicken Wrap Bosto Bread Sticks	Breaded Fish Sandwich BLT Pizza Chicken Nuggets
<b>Garden Emporium</b>	Lettuce, Tomatoes, Cucumbers.	Diced or Julian Meat, Shredded Cheese, Diced Eggs.	CROUTONS, Fresh Fruit And Cottage Cheese	Rotating Specialty Salads	Student \$2.00 Reduced .40 Milk .35 Breakfast \$1.00 Reduced Br. .30
Accompaniments	<i>Included w/your meal daily: Vegetable, Fresh or Canned Fruit &amp; Choice of Milk Menu Subject To Change Without Notice</i>				
ADULT \$2.75	<b><i>Out Takes featured in the cafeteria at break and lunch has just what you need to snack on for the student on the GO.</i></b>				
Director Ethel Gortler 586-749-9310 QUESTIONS? COMMENTS? CONCERNS?	Discrimination against race, color, sex, national origin, handicap or religion is prohibited by law <b>FOOD SERVICE PROVIDED BY CHARTWELLS SCHOOL DINING SERVICE</b>				

## **Food Specification Sheet**

Meat/Meat Alternate Specifications						
Product	Quality	Style/Variety	Packed	Count Size	Condition	Description
Beef Patties	USDA Good or Better	Cooked	10-lb case	2.5 - 3.5 oz	Frozen	80:20 Lean to Fat. IMPS #1136. 100% Beef.
Beef Patties	USDA Good or Better	Cooked	12-lb case	2.5 - 3.5 oz	Frozen	80:20 Lean to Fat. IMPS #1136. 100% Beef.
Beef Patties	USDA Good or Better	Cooked	15-lb case	2.5 - 3.5 oz	Frozen	80:20 Lean to Fat. IMPS #1136. 100% Beef.
Beef Patties	USDA Good or Better	Raw	10-lb case	2.5 - 3.5 oz	Frozen	80:20 Lean to Fat. IMPS #1136. 100% Beef.
Beef Patties	USDA Good or Better	Raw	12-lb case	2.5 - 3.5 oz	Frozen	80:20 Lean to Fat. IMPS #1136. 100% Beef.
Beef Patties	USDA Good or Better	Raw	36-lb case	2.5 - 3.5 oz	Frozen	80:20 Lean to Fat. IMPS #1136. 100% Beef.
Bologna		Roll or Stick, Cooked	7-12 lb stick, 2 per carton	1/2 to 1 oz	Chilled or Frozen	Beef and turkey, beef predominant. IMPS #801.
Bologna		Roll or Stick, Cooked	7-12 lb stick, 2 per carton	1/2 to 1 oz	Chilled or Frozen	Beef and chicken, beef predominant. IMPS #801.
Bologna		Sliced, Cooked	10 lb sliced	1/2 to 1 oz	Chilled or Frozen	Beef and turkey, beef predominant. IMPS #801
Bologna		Sliced, Cooked	10 lb sliced	1/2 to 1 oz	Chilled or Frozen	Beef and chicken, beef predominant. IMPS #801.
Cheese, Cheddar		Loaf	5-lb loaf, 2 per case	1/2 to 1 oz	Chilled	Sliced, fat content 19.2-22.9%, moisture 49%, salt content 1.4-2%, pasteurized, pleasing flavor and odor, satisfactory meltability
Cheese, Mozzarella		Loaf	5-lb loaf, 2 per case	1/2 to 1 oz	Chilled	Sliced, milk fat 10.8% or less, moisture 52-60%, pleasing flavor, natural white or light cream color, melts completely.
Chicken Patties		Breaded		2.5 - 3.5 oz	Frozen	Cooked white meat, chopped and formed. CN label to provide 2 oz of meat/meat alternate equivalent.
Chicken Patties		Unbreaded		2.5 - 3.5 oz	Frozen	Cooked white meat, chopped and formed. CN label to provide 2 oz of meat/meat alternate equivalent.
Chicken Nuggets		Breaded		1/2 to 1 oz	Frozen	Cooked white meat, chopped and formed. CN label to provide 2 oz of meat/meat alternate equivalent.
Chicken Nuggets		Unbreaded		1/2 to 1 oz	Frozen	Cooked white meat, chopped and formed. CN label to provide 2 oz of meat/meat alternate equivalent.
Fish Fillets	US Grade A	Cod, Haddock, Pollock or Whiting	10-lb box	2.5 - 3.5 oz	Frozen	Breaded and battered, precooked, oven ready, fillet. CN label to provide 2 oz meat/meat alternate equivalent.
Fish Fillets	US Grade A	Cod, Haddock, Pollock or Whiting	4.5-lb box, 6 per case	2.5 - 3.5 oz	Frozen	Breaded and battered, precooked, oven ready, fillet. CN label to provide 2 oz meat/meat alternate equivalent.
Fish Fillets	US Grade A	Cod, Haddock, Pollock or Whiting	6-lb box, 6 per case	2.5 - 3.5 oz	Frozen	Breaded and battered, precooked, oven ready, fillet. CN label to provide 2 oz meat/meat alternate equivalent.
Fish Fillets	US Grade A	Cod, Haddock, Pollock or Whiting	6-lb box, 10 per case	2.5 - 3.5 oz	Frozen	Breaded and battered, precooked, oven ready, fillet. CN label to provide 2 oz meat/meat alternate equivalent.
Fish Sticks	US Grade A	Cod, Haddock, Pollock or Whiting	10-lb box	1.5 oz or less	Frozen	Breaded and battered, precooked, oven ready, fillet. CN label to provide 2 oz meat/meat alternate equivalent.

Product	Quality	Style/Variety	Packed	Count Size	Condition	Description
Fish Sticks	US Grade A	Cod, Haddock, Pollock or Whiting	4.5-lb box, 6 per case	1.5 oz or less	Frozen	Breaded and battered, precooked, oven ready, fillet. CN label to provide 2 oz meat/meat alternate equivalent.
Fish Sticks	US Grade A	Cod, Haddock, Pollock or Whiting	6-lb box, 6 per case	1.5 oz or less	Frozen	Breaded and battered, precooked, oven ready, fillet. CN label to provide 2 oz meat/meat alternate equivalent.
Fish Sticks	US Grade A	Cod, Haddock, Pollock or Whiting	6-lb box, 10 per case	1.5 oz or less	Frozen	Breaded and battered, precooked, oven ready, fillet. CN label to provide 2 oz meat/meat alternate equivalent.
Hot Dogs			10-lb box	8 count per lb	Chilled or Frozen	Beef and turkey, beef predominant. IMPS #800. CN label to provide 2 oz meat/meat alternate equivalent.
Hot Dogs			10-lb box	8 count per lb	Chilled or Frozen	Beef and chicken, beef predominant. IMPS #800. CN label to provide 2 oz meat/meat alternate equivalent.
Luncheon Meat		Round or Rectangular, pullman style	5-10 lb cartons, 4 per case	1/2 to 1 oz	Chilled or Frozen	Sliced, pork and beef, pork predominant. IMPS #805.
Pizza, Cheese		Wedge or Rectangle	96 per case		Frozen	Ready to serve, to be made with 100% mozzarella, or 50% mozzarella and 50% mozzarella substitute, thin or thick crust. CN label to provide 2 oz meat/meat alternate equivalent and 2 grains/breads equivalents, maximum 20 gms fat per serving, minimum 18 gms protein per serving.
Pizza, Pepperoni		Wedge or Rectangle	96 per case		Frozen	Ready to serve, to be made with pepperoni, 50/50 blend of low moisture, part-skim mozzarella cheese, thin or thick crust. CN label to provide 2 oz meat/meat alternate equivalent and 2 grains/breads equivalents per serving.
Pizza, Sausage		Wedge or Rectangle	96 per case		Frozen	Ready to serve, to be made with sausage and 100% low moisture, part-skim mozzarella cheese. CN label to provide 2 oz meat/meat alternate equivalent and 2 grains/breads equivalents per serving.
Roast Beef		Whole	10-20 lbs, 2 per case	1/2 to 1 oz	Frozen	Cooked, sliced, ready to serve, cooked to an internal temperature of 141°F to 145°F.
Salami		Stick, 3.5 to 4.5 inches in diameter	7-12 lb sticks, 2 per case	1/2 to 1 oz	Chilled or Frozen	Beef and turkey, beef predominant. IMPS #804.
Salami		Stick, 3.5 to 4.5 inches in diameter	7-12 lb sticks, 2 per case	1/2 to 1 oz	Chilled or Frozen	Beef and chicken, beef predominant. IMPS #804.
Sausage Patties		Raw	12 lb	1.5 - 2.5 oz	Frozen	Beef and turkey, beef predominant. IMPS #817.
Sausage Patties		Fully Cooked	10 lb	1.5 - 2.0 oz	Frozen	Beef and chicken, beef predominant. IMPS #817.
Sausage Links		Smoked	10 lb pack	4-5 count per lb	Frozen	Sliced links, 6 inches long, 1/2 to 1 inch in diameter. Beef and pork, beef predominant. IMPS #811.
Tuna		Chunk white or Chunk light	66.5 oz can, 6 per case	2 oz	Canned	Chunk white or chunk light, regular, packed in water, maximum 1 gm fat per 2 oz serving.
Tuna		Chunk white or Chunk light	6 1/8 oz can, 48 per case	2 oz	Canned	Chunk white or chunk light, regular, packed in water, maximum 1 gm fat per 2 oz serving.



Product	Quality	Style/Variety	Packed	Count Size	Condition	Description
Tuna		Chunk white or Chunk light	12 1/4-13 oz can, 24 per case	2 oz	Canned	Chunk white or chunk light, regular, packed in water, maximum 1 gm fat per 2 oz serving.
Turkey Breast		Boneless	8-10 lb, 2 per case	2 oz	Chilled or Frozen	Skinless, fully cooked, with broth. Made from solid muscle young turkeys; maximum moisture 6%.
Key to Abbreviations:						
IMPS (Institutional Meat Purchase Specifications)						
Vegetable Specifications						
Product	Quality	Style/Variety	Packed	Count Size	Condition	Description
Beans, Green	US Grade A or US Fancy	Cut or Mixed	6-#10 cans per case		Canned	Beans, Green, cut or mixed, water and salt.
Broccoli		Florets	3-lb bags, 4 per case		Fresh	Florets, fresh cut, 1 to 3 inches in length, sulfite-free, packaged in a gas permeable package, code dated.
Broccoli	US Grade A or US Fancy	Spears or stalks	2-lb packages, 12 per case		Frozen	Spears or stalks, 3 to 6 inches in length, bright green in color, tender and free from tough fiber.
Broccoli	US Grade A or US Fancy	Spears or stalks	4-lb packages, 6 per case		Frozen	Spears or stalks, 3 to 6 inches in length, bright green in color, tender and free from tough fiber.
Broccoli	US Grade A or US Fancy	Cut	2-lb packages, 12 per case		Frozen	Cut, 3/4 to 2 inch pieces, bright green in color, tender and free from tough fiber.
Broccoli	US Grade A or US Fancy	Cut	4-lb packages, 6 per case		Frozen	Cut, 3/4 to 2 inch pieces, bright green in color, tender and free from tough fiber.
Coleslaw			5-lb bags, 4 per case		Fresh	Coleslaw mix, fresh cut, sulfite-free, mix contains green cabbage, carrots and red cabbage, packaged in a gas permeable package, code dated.
Carrots	US Extra No. 1 or US No. 1	Baby	1-lb bag, 24 per carton		Fresh	Solid, fresh looking, smooth, firm. Free from decay and wilt. Bright orange or red in color.
Carrots	US Extra No. 1 or US No. 1	Baby	1-lb bag, 40 per carton		Fresh	Solid, fresh looking, smooth, firm. Free from decay and wilt. Bright orange or red in color.
Carrots		Sticks	5-lb bags, 4 per case		Fresh	Carrot sticks, fresh cut, 2 to 3 inches in length, sulfite-free, packaged in a gas permeable package, code dated.
Carrots	US Grade A or US Fancy	Slices, plain or crinkle cut	2 1/2-lb package, 12 per case		Frozen	Sliced or crinkle cut, 1/4 inch or 3/8 inch thick, 5/8 inch or 1 1/8 inch in diameter.
Carrots	US Grade A or US Fancy	Slices, plain or crinkle cut	4-lb package, 6 per case		Frozen	Sliced or crinkle cut, 1/4 inch or 3/8 inch thick, 5/8 inch or 1 1/8 inch in diameter.
Carrots	US Grade A or US Fancy	Sliced	6-#10 cans per case		Canned	Sliced, 1 1/2 inches in diameter, water and salt.
Cauliflower	US No. 1	Florets	3-lb packages, 4 per case		Fresh	Florets, fresh cut, sulfite-free, packaged in a gas permeable package, code dated.

Product	Quality	Style/Variety	Packed	Count Size	Condition	Description
Celery, Pascal	US Extra No. 1 or US No. 1	Medium Stalks	24 count per case		Fresh	16 inch stalks, packaged in a plastic sleeve, crisp, clean, straight stalks, leaves are fresh, green and not wilted.
Celery, Green	US Extra No. 1 or US No. 1	Medium Stalks	24 count per case		Fresh	16 inch stalks, packaged in a plastic sleeve, crisp, clean, straight stalks, leaves are fresh, green and not wilted.
Celery, Pascal	US Extra No. 1 or US No. 1	Large Stalks	18 count per case		Fresh	16 inch stalks, packaged in a plastic sleeve, crisp, clean, straight stalks, leaves are fresh, green and not wilted.
Celery, Green	US Extra No. 1 or US No. 1	Large Stalks	18 count per case		Fresh	16 inch stalks, packaged in a plastic sleeve, crisp, clean, straight stalks, leaves are fresh, green and not wilted.
Corn, Whole-Kernal	US Grade A or US Fancy	Golden/Yellow or White	5-lb packages, 6 per case		Frozen	Corn, whole-kernal, tender and bright in color.
Corn, Whole-Kernal	US Grade A or US Fancy	Golden/Yellow or White	6-#10 cans per case		Canned	Corn, whole-kernal, water and salt.
Mixed Vegetables	US Grade A		6-#10 cans per case		Canned	Diced carrots, diced potatoes, lima beans, sweet peas, green beans, corn, celery, water and salt.
Peas and Carrots	US Grade A or US Fancy		2 1/2-lb packages, 12 per case		Frozen	Diced carrots, sweet peas, tender and bright in color. Free from defects and blemishes.
Peas and Carrots	US Grade A or US Fancy		4-lb packages, 6 per case		Frozen	Diced carrots, sweet peas, tender and bright in color. Free from defects and blemishes.
Peas and Carrots	US Grade A or US Fancy		6-#10 cans per case		Canned	Diced carrots, sweet peas, water and salt.
Peas	US Grade A or US Fancy	Green	2 1/2-lb packages, 12 per case		Frozen	
Peas	US Grade A or US Fancy	Green	5-lb packages, 6 per case		Frozen	
Peas	US Grade A or US Fancy	Green	6-#10 cans per case		Canned	Peas, water and salt.
Potatoes	US Grade A or US Fancy	Crinkle or Straight Cut	5-lb packages, 6 per case		Frozen	Potatoes, french-fried, oven ready, 2 to 3 inches in length. Free from ice crystals and off odors.
Potatoes	US Grade A or US Fancy	Crinkle or Straight Cut	6-lb packages, 6 per case		Frozen	Potatoes, french-fried, oven ready, 2 to 3 inches in length. Free from ice crystals and off odors.
Salad Mix			5-lb bags, 4 per case		Fresh	Salad mix, fresh cut, made with shredded iceberg lettuce, carrots and cabbage, sulfite-free, packaged in a gas permeable package, code dated.
Spinach			2 1/2-lb bags, 4 per case		Fresh	Spinach, stemmed and washed, sulfite-free, packaged in a gas permeable package, code dated. Free from discoloration and slime.
Tomatoes	US No. 1	Cherry	12 per pint		Fresh	Tomatoes, cherry, free from blemishes and bruises. Ripe, firm flesh, red in color.
Tomatoes	US Grade A or US Fancy	Diced or Crushed	6-#10 cans per case		Canned	Tomatoes, diced or crushed, peeled, red in color. Free from off-flavor and odor.
Vegetable Blend		California blend	2-lb packages, 12 per case		Frozen	Vegetable blend mixture to contain cut broccoli, cauliflower florets and crinkle cut carrots. Free from ice crystals and off odors.

Fruit Specifications						
Product	Quality	Style/Variety	Packed	Count Size	Condition	Description
Apples	US Fancy or US No. 1	Golden Delicious, Granny Smith, McIntosh or Red Delicious	40-lb case	72 count per case	Fresh	Fruit to be ripe, firm, crisp, juicy, smooth skin, color typical of variety. Skin should be free of blemishes, bruises and scars.
Apples	US Fancy or US No. 1	Golden Delicious, Granny Smith, McIntosh or Red Delicious	40-lb case	88 count per case	Fresh	Fruit to be ripe, firm, crisp, juicy, smooth skin, color typical of variety. Skin should be free of blemishes, bruises and scars.
Apples	US Fancy or US No. 1	Golden Delicious, Granny Smith, McIntosh or Red Delicious	40-lb case	100 count per case	Fresh	Fruit to be ripe, firm, crisp, juicy, smooth skin, color typical of variety. Skin should be free of blemishes, bruises and scars.
Apples	US Fancy or US No. 1	Golden Delicious, Granny Smith, McIntosh or Red Delicious	40-lb case	113 count per case	Fresh	Fruit to be ripe, firm, crisp, juicy, smooth skin, color typical of variety. Skin should be free of blemishes, bruises and scars.
Applesauce	US Grade A or US Fancy	Regular or Chunky	6-#10 cans per case		Canned	Applesauce, natural flavor, natural color, unsweetened. Free from seeds and stems.
Bananas		Pette	40-lb carton	150 count per carton	Fresh	Fruit is to be plump, firm, solid yellow in color with green tips. Free from scars and bruises.
Fruit Cocktail	US Grade A or US Fancy		6-#10 cans		Canned	Fruit cocktail to be made of diced peaches, diced pears, diced pineapple, whole grapes and cherry halves. Packed in light syrup or fruit juice.
Oranges	US Fancy or US No. 1	Navel or Temple	40-lb case	72 count per case	Fresh	Fruit is to be firm, good in color and texture. Free from soft spots, scars and mold.
Oranges	US Fancy or US No. 1	Navel or Temple	40-lb case	88 count per case	Fresh	Fruit is to be firm, good in color and texture. Free from soft spots, scars and mold.
Oranges	US Fancy or US No. 1	Navel or Temple	40-lb case	113 count per case	Fresh	Fruit is to be firm, good in color and texture. Free from soft spots, scars and mold.
Oranges	US Fancy or US No. 1	Navel or Temple	40-lb case	138 count per case	Fresh	Fruit is to be firm, good in color and texture. Free from soft spots, scars and mold.
Peaches	US Fancy, US Extra No. 1 or US No. 1	Clingstone or Freestone	38-lb loose-fill boxes	56 count per box	Fresh	Fruit is to be firm, ripe and creamy or yellowish in color. Free from bruises, scars, cuts and soft spots.
Peaches	US Fancy, US Extra No. 1 or US No. 1	Clingstone or Freestone	39-lb loose-fill boxes	64 count per box	Fresh	Fruit is to be firm, ripe and creamy or yellowish in color. Free from bruises, scars, cuts and soft spots.
Peaches	US Fancy, US Extra No. 1 or US No. 1	Clingstone or Freestone	38-lb loose-fill boxes	72 count per box	Fresh	Fruit is to be firm, ripe and creamy or yellowish in color. Free from bruises, scars, cuts and soft spots.

Product	Quality	Style/Variety	Packed	Count Size	Condition	Description
Peaches	US Grade A or US Fancy	Clingstone or Freestone	6-#10 cans per case		Canned	Peaches, slices or quarters. Packed in light syrup or fruit juice and water. Free from pits and stems.
Pears	US No. 1	Bartlett, Bosc Anjou or Comice	38-lb bulk loose-fill carton	110 count per carton	Fresh	Fruit is to be firm, clean, bright, with color typical of variety when ripe, yellow or greenish-yellow. Free from bruises, scars, cuts, hard spots, or insect damage.
Pears	US No. 1	Bartlett, Bosc Anjou or Comice	38-lb bulk loose-fill carton	135 count per carton	Fresh	Fruit is to be firm, clean, bright, with color typical of variety when ripe, yellow or greenish-yellow. Free from bruises, scars, cuts, hard spots, or insect damage.
Pears	US Grade A or US Fancy	Bartlett or Kieffer	6-#10 cans per case		Canned	Pears, slices or quarters. Packed in light syrup, fruit juice, or fruit juice and water. Free from seeds and stems.
Pineapple	US Grade A or US Fancy	Hawaii, Philippines, or Thailand	6-#10 cans per case		Canned	Pineapple, tidbits or chunks. Packed in light syrup, pineapple juice, or pineapple juice and water.
Plums	US Fancy or US No. 1	Black Beaut, El Dorado, Red Beaut, Roysum, or Santa Rosa	28-lb loose pack carton	8 to 9 count per lb	Fresh	Fruit is to be fresh, plump, good color and fairly firm. Blue or purple in color. Free from soft spots, skin breaks or brown discoloration.
Plums	US Fancy or US No. 1	Black Beaut, El Dorado, Red Beaut, Roysum, or Santa Rosa	28-lb loose pack carton	5 to 6 count per lb	Fresh	Fruit is to be fresh, plump, good color and fairly firm. Blue or purple in color. Free from soft spots, skin breaks or brown discoloration.
Tangerines	US Fancy or US No. 1	Algerian, Dancy, Fairchild, Falglo, Honey Murcott, Robinson, or Sunburst	43-lb full loose pack carton	100 count per carton	Fresh	Fruit is to be heavy for size, deep orange color and have a puffy appearance. Free from soft spots, mold and water spots.
Tangerines	US Fancy or US No. 1	Algerian, Dancy, Fairchild, Falglo, Honey Murcott, Robinson, or Sunburst	43-lb full loose pack carton	120 count per carton	Fresh	Fruit is to be heavy for size, deep orange color and have a puffy appearance. Free from soft spots, mold and water spots.
Tangerines	US Fancy or US No. 1	Algerian, Dancy, Fairchild, Falglo, Honey Murcott, Robinson, or Sunburst	43-lb full loose pack carton	150 count per carton	Fresh	Fruit is to be heavy for size, deep orange color and have a puffy appearance. Free from soft spots, mold and water spots.
Tangerines	US Fancy or US No. 1	Algerian, Dancy, Fairchild, Falglo, Honey Murcott, Robinson, or Sunburst	28-lb half loose pack carton	100 count per carton		Fruit is to be heavy for size, deep orange color and have a puffy appearance. Free from soft spots, mold and water spots.
Tangerines	US Fancy or US No. 1	Algerian, Dancy, Fairchild, Falglo, Honey Murcott, Robinson, or Sunburst	28-lb half loose pack carton	120 count per carton		Fruit is to be heavy for size, deep orange color and have a puffy appearance. Free from soft spots, mold and water spots.

Product	Quality	Style/Variety	Packed	Count Size	Condition	Description
Tangerines	US Fancy or US No. 1	Algerian, Dancy, Fairchild, Fallglo, Honey Murocott, Robinson, or Sunburst	28-lb half loose pack carton	150 count per carton		Fruit is to be heavy for size, deep orange color and have a puffy appearance. Free from soft spots, mold and water spots.
<b>Bread/Grain Specifications</b>						
Product	Quality	Style/Variety	Packed	Count Size	Condition	Description
Bagel		Regular, 3 1/2 - 4 oz Blueberry, Cinnamon Raisin, Honey Wheat, Plain or Wheat		6 count per package	Fresh	Bagel, sliced, made with enriched flour, pack code date to be provided.
Bagel		Regular, 3 1/2 - 4 oz Blueberry, Cinnamon Raisin, Honey Wheat, Plain or Wheat		6 count per package	Frozen	Bagel, sliced, made with enriched flour, pack code date to be provided.
Bread		Wheat or White	2-lb sandwich sliced,	28 slices per loaf	Fresh	Bread, sliced, made with enriched flour, pack code date to be provided.
Bread		Wheat or White	2-lb sandwich sliced,	28 slices per loaf	Frozen	Bread, sliced, made with enriched flour, pack code date to be provided.
English Muffins		Regular, 2 oz Plain, Wheat, Honey Wheat or Raisin		12 count per package	Fresh	Muffin, split, made with enriched flour, baked on both sides, texture coarse and open, crust dusted with cornmeal, pack code date to be provided.
Hoagie Buns		Wheat, 6 or 7 inch		6 per bag	Fresh	Bun, sliced, made with enriched flour, firm texture, uniform brown crust, evenly baked, pack code date to be provided.
Hoagie Buns		Wheat, 6 or 7 inch		6 per bag	Frozen	Bun, sliced, made with enriched flour, firm texture, uniform brown crust, evenly baked, pack code date to be provided.
Muffins		Bran, Fruit, or Plain 3 - 4 1/2 oz in weight		24 count per package	Frozen	Muffin, round style, made with enriched flour, top rounded, pebbled surface, good interior and exterior color, fruit evenly distributed, pleasing flavor, pack code date to be provided.
Muffins		Bran, Fruit, or Plain 3 - 4 1/2 oz in weight		48 count per package	Frozen	Muffin, round style, made with enriched flour, top rounded, pebbled surface, good interior and exterior color, fruit evenly distributed, pleasing flavor, pack code date to be provided.
Pasta		Spaghetti	10-20 lb box		Dried	Pasta, spaghetti, made from enriched semolina and durum wheat flour.
Pasta		Macaroni	10-20 lb box		Dried	Pasta, macaroni, made from enriched semolina and durum wheat flour.
Pita Bread		Pocket Bread 6 inch, 1 1/2 - 3 oz		60 count per pack	Fresh	Pita bread, oval shape, wheat variety, made with enriched flour, firm and tender texture, uniform brown-colored crust, flavor and aroma characteristic of product.
Pita Bread		Pocket Bread 6 inch, 1 1/2 - 3 oz		72 count per pack	Fresh	Pita bread, oval shape, wheat variety, made with enriched flour, firm and tender texture, uniform brown-colored crust, flavor and aroma characteristic of product.

Product	Quality	Style/Variety	Packed	Count Size	Condition	Description
Pita Bread		Pocket Bread 6 inch, 1 1/2 - 3 oz		60 count per pack	Frozen	Pita bread, oval shape, wheat variety, made with enriched flour, firm and tender texture, uniform brown-colored crust, flavor and aroma characteristic of product.
Pita Bread		Pocket Bread 6 inch, 1 1/2 - 3 oz		72 count per pack	Frozen	Pita bread, oval shape, wheat variety, made with enriched flour, firm and tender texture, uniform brown-colored crust, flavor and aroma characteristic of product.
Rolls		Dinner, Wheat or White, 1 - 3 oz		24 count per pack	Fresh	Roll, firm texture, uniformly brown crust, good volume, flavor and aroma characteristic of product, made with enriched flour, pack code date to be provided.
Rolls		Dinner, Wheat or White, 1 - 3 oz		24 count per pack	Frozen	Roll, firm texture, uniformly brown crust, good volume, flavor and aroma characteristic of product, made with enriched flour, pack code date to be provided.
Buns		Hamburger, sliced 4 - 5 inch diameter		24 count per pack	Fresh	Bun, firm texture, uniformly brown crust, good volume, flavor and aroma characteristic of product, made with enriched flour, pack code date to be provided.
Buns		Hamburger, sliced 4 - 5 inch diameter		24 count per pack	Frozen	Bun, firm texture, uniformly brown crust, good volume, flavor and aroma characteristic of product, made with enriched flour, pack code date to be provided.
Buns		Hot Dog, sliced 6-inch long		24 count per pack	Fresh	Bun, firm texture, uniformly brown crust, good volume, flavor and aroma characteristic of product, made with enriched flour, pack code date to be provided.
Buns		Hot Dog, sliced 6-inch long		24 count per pack	Frozen	Bun, firm texture, uniformly brown crust, good volume, flavor and aroma characteristic of product, made with enriched flour, pack code date to be provided.
Waffles		Blueberry, Buttermilk, Homestyle, Plain		96 count per case	Frozen	Waffles, round, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.
Waffles		Blueberry, Buttermilk, Homestyle, Plain		120 count per case	Frozen	Waffles, round, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.
Waffles		Blueberry, Buttermilk, Homestyle, Plain		144 count per case	Frozen	Waffles, round, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.
Waffles		Blueberry, Buttermilk, Homestyle, Plain		96 count per case	Frozen	Waffles, square, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.
Waffles		Blueberry, Buttermilk, Homestyle, Plain		120 count per case	Frozen	Waffles, square, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.

Product	Quality	Style/Variety	Packed	Count Size	Condition	Description
Waffles		Blueberry, Buttermilk, Homestyle, Plain		144 count per case	Frozen	Waffles, square, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.
Waffles		Blueberry, Buttermilk, Homestyle, Plain		96 count per case	Frozen	Waffles, rectangular, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.
Waffles		Blueberry, Buttermilk, Homestyle, Plain		120 count per case	Frozen	Waffles, rectangular, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.
Waffles		Blueberry, Buttermilk, Homestyle, Plain		144 count per case	Frozen	Waffles, rectangular, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.
Waffles		Blueberry, Buttermilk, Homestyle, Plain		96 count per case	Frozen	Waffles, stick/strip, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.
Waffles		Blueberry, Buttermilk, Homestyle, Plain		120 count per case	Frozen	Waffles, stick/strip, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.
Waffles		Blueberry, Buttermilk, Homestyle, Plain		144 count per case	Frozen	Waffles, stick/strip, light to medium brown exterior, no sign of scorching, made with enriched flour, moist and tender texture, flavor and odor characteristic of product, pack code date to be provided.

# **Bid Sheet**

**The following blank bid sheet with is being provided with this RFP (Request for Proposal) used for cost reimbursable contracts.**

**The FSMC (Food Service Management Company) will return the completed bid sheet in a separate envelope marked "Bid Price Per Meal".**



# Bid Sheet - Cost Reimbursable Contract

## Projected Operating Cost

This bid is offered by \_\_\_\_\_ (Food Service Management Company) based upon

172,004 equivalent meals per year.

Expenses that the SFA is contracting for are indicated by an "X" in the Bid Items Column below.

	"X" Bid Items	Cost
Food Cost - Including Commodities Delivery Charge	<u>  X  </u>	_____
Labor	_____	_____
Fringe Benefits	_____	_____
On-Site Manager Salary and Benefits	<u>  X  </u>	_____
Contracted Services (not utilities or FSMC administrative costs)	_____	_____
Transportation Cost	_____	_____
Non-Food Cost	<u>  X  </u>	_____
Utilities Paid by Food Service Fund	_____	_____
Other (as defined on cost information sheet)	_____	_____
FSMC Administrative Cost	<u>  X  </u>	_____
FSMC Management Fee	<u>  X  </u>	_____
<b>Total Cost (Bid Items Only)</b>		_____
<b>Bid Price Per Meal (Total Cost divided by Equivalent Meals Per Year)</b>		_____

Signed: \_\_\_\_\_  
Food Management Company Representative

\_\_\_\_\_ Date

**This form is to be submitted in a separate envelope marked:  
Bid Price Per Meal**

**Insert this into the contract immediately before the  
signature page prior to signing.**

The Food Service Management Company must use the bid sheet provided by the school district in the pre-bid packet when submitting its bid.